AIRPORTS COMPANY
SOUTH AFRICA

CHIEF DAWID STUURMAN INTERNATIONAL AIRPORT

TENDER NO.: 16905

FIRE SYSTEMS MAINTENANCE AT CHIEF DAVID STUURMAN

CONTRACT **VOLUME**

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Fire Systems Maintenance

A contract between **Airports Company South Africa SOC Limited**
Reg. No 1993/004149/30 VAT no 4930138393

and **_____**
Re.No._____ VAT no _____

Contract Number

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The Contract

Part C1: Agreement and Contract Data

C1.1 Form of Offer and Acceptance

Offer
The employer, identified in the acceptance signature block, wishes to enter into a contract for the

MAINTENANCE OF FIRE SYSTEMS AT CHIEF DAVID STUURMAN

The Contractor, identified in the offer signature block, has examined this document and addenda hereto as listed in the schedules, and by submitting this offer has accepted the conditions thereof.

By the representative of the Contractor, deemed to be duly authorised, signing this part of this form of offer and acceptance, the Contractor offers to perform all the obligations and liabilities of the Contractor under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the Conditions of Contract identified in the Contract Data.

The offered total of the Prices exclusive of VAT is	
Value Added Tax @ 15% is	
The total offered amount due inclusive of VAT is	
(in words)	

(The above amount should be calculated as per the guide provided in the Pricing Data [Subtotal E]. In the event of any conflict between the amount above and the Pricing Data [Subtotal E], the former shall prevail.)

for the Contractor

Signature . . . . . Date . . . . . .

Name . . . . . Capacity . . . . . .

(Name and address of organisation) . . . . . .

. . . . . .

. . . . . .

Name and signature of witness . . . . . signature . . . . . .

This offer may be accepted by the employer by signing the acceptance part of this form of offer and acceptance and returning one copy of this document to the Bidder before the end of the period of validity

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stated in the tender data, whereupon the Bidder becomes the party named as the Contractor in the conditions of contract identified in the contract data.

Acceptance

By signing this part of this form of offer and acceptance, the employer identified below accepts the Contractor's offer. In consideration thereof, the employer shall pay the Contractor the amount due in accordance with the conditions of contract identified in the contract data. Acceptance of the Contractor's offer shall form an agreement between the employer and the Contractor upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

Part C1: Agreements and contract data, (which includes this agreement)
Part C2: Pricing data and Price List
Part C3: Service information.
Part C4: Site information
and schedules, drawings and documents or parts thereof where so indicated.

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

The Contractor shall within two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the employer's agent (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the Bidder receives one fully completed original copy of this document, including the schedule of deviations (if any). Unless the Bidder (now Contractor) within five working days of the date of such receipt notifies the employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

for the Employer

Signature . . . . . Date . . . .

Name . . . . . Capacity . . . . . .

Chief dawid stuurman International Airport.

Name of witness . . . . . signature . . . . . .

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Schedule of Deviations

1 Subject . . . . . .

Details . . . . . .

. . . . . .

. . . . . .

. . . . . .

2 Subject . . . . . .

Details . . . . . .

. . . . . .

. . . . . .

. . . . . .

3 Subject . . . . . .

Details . . . . . .

. . . . . .

. . . . . .

. . . . . .

4 Subject . . . . . .

Details . . . . . .

. . . . . .

. . . . . .

5 Subject . . . . . .

Details . . . . . .

. . . . . .

. . . . . .

By the duly authorised representatives signing this agreement, the employer and the Contractor agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to the documents listed in the tender data and addenda thereto as listed in the tender schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the Bidder and the employer during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the Bidder of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this agreement.

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C1.2 Contract Data

Precedence in interpretation of the contract:
In the event of any ambiguity, inconsistency or conflict between the General Conditions of Contract, Special Conditions, Pricing Data, Service information, or other, the order of precedence shall be as follows:

Firstly, the Service information (C3) and Annexes thereto shall prevail;

Secondly the Contract Data (C1.2) and Conditions of Contract;

Thirdly the General Conditions of Contract;

Fourthly the Pricing data;

Lastly any schedules, drawings and other documents included with this agreement.

General Conditions of Contract

The General Conditions of Contract comprise the NEC3 Term Service Contract, April 2013, published by the NEC, and the following “Particular Conditions”, which include amendments and additions to such General Conditions.

The following Particular Conditions amplify the General Conditions of Contract and highlight areas in that document that require specific attention.

Wherein in the contract it is stated no contract data is required accordingly the *conditions of contract* remain unaltered as per NEC3 Term Service Contract, April 2013.

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C1.2a - Data provided by the *Employer*

Clause	Statement	Data
1	**General**	
	The *conditions of contract* are the core clauses and the clauses for main Option:	
		A: Priced contract with price list
	dispute resolution Option:	**W1: Dispute resolution procedure**
	and secondary Options:	**X2: Changes in the law**
		X17: Low service damages
		X18: Limitation of Liability (as amended in Option Z)
		X19: Task Order
		X20: Key performance indicators
		Z: Additional conditions of contract
	of the NEC3 Term Service Contract (April 2013)	
10.1	The *Employer* is:	**Airports Company South Africa SOC Limited (ACSA), Registration No 1993/004149/30, VAT no 4930138393, a juristic person incorporated in terms of the company laws of the Republic of South Africa**
	Address	**Chief Dawid Stuurman International Airport Allister Miller Drive Walmer 6065**
	Tel No.	**+27 41 507 7314**
10.1	The *Service Manager* (Site 1) is:	**Sandile Zwane**
	Address	**Port Elizabeth International Airport Administrator Office, Aeropark Office Complex Block A, 1st floor Allister Miller Drive Eastern Cape 6065**
	Tel No.	**+27 41 507 7314**
	e-mail	**Sandile.zwane@airports.co.za**
10.1		

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11.2(2)	The *Affected Property* is	**Chief Dawid Stuurman International Airport**	
11.2(13)	The *service* is	**Maintenance of Fire Systems more fully set out in section C3 *Service Information*.**	
11.2(14)	The following matters will be included in the Risk Register	**1**	**Risk of financial loss and/or injury of 3rd parties due to the proximity of the *service* (or of persons providing the *service*) to all airport users**
		2	**Risk of injury to contract personnel and all airport users due to lifting/moving of heavy objects**
		3	**In the event that the bidder is awarded the contract at more than one airport – there is a risk that a breakdown can occur at multiple airports at the same time. The bidder needs to clearly identify the risks mitigation plan of how risks will be dealt with – whilst in full compliance to the scope of work and reactive lead times of each contract.**
		4	**Work with flammable and toxic gases**
11.2(15)	The *Service Information* is in	**Part C3: Employer's Service Information and all documents and drawings and other specifications to which it makes reference**	
12.2	The *law of the contract* is the law of	**the Republic of South Africa**	
13.1	The *language of this contract* is	**English**	
13.3	The *period for reply* is	**3 working days**	
2	**The Contractor's main responsibilities**	**Detailed in Part C3 (Service Information)**	
21.1	The *Contractor* submits a first plan for acceptance within	**3 weeks of the Contract Date**	
3	**Time**		
30.1	The *starting date* is	**Upon signing of the contract by ACSA**	
30.2	The *Service Period* is	**Thirty-six (36) Months after signing of the contract by ACSA or when the amount in the Form of Offer has been expended, whichever occurs first**	

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4	**Testing and Defects**	**No data is required for this section of the *conditions of contract***
5	**Payment**	
50.1	The *assessment interval* is on the	**between the 1st and 15th day of each successive month.**
51.1	The *currency of this contract* is the	**South African Rand (ZAR)**
51.2	The period within which payments are made is	**30 days**
51.4	The *interest rate* is	**(i) 0.00 percent above the publicly quoted prime rate of interest charged by Nedbank Bank for amounts due in Rands and** **(ii) the LIBOR rate applicable at the time for amounts due in other currencies**
6	**Compensation events**	**No data is required for this section of the *conditions of contract.***
7	**Use of Equipment Plant and Materials**	**No data is required for this section of the *conditions of contract.***
8	**Risks and insurance**	
83.1	The *Employer* provides these insurances from the Insurance Table	**(i) Insurance against loss of or damage to the *services*, Plant and Materials comprising Contract Works Insurance, SASRIA Special Risks Insurance and Marine & Air Cargo insurance; and** **(ii) Insurance (Public Liability Insurance) against liability for loss or damage to property (except the *services*, Plant and Materials and Equipment) and liability for bodily injury to or death of a person (not an employee of the *Contractor*) caused by activity in connection with the contract;** **Note: The terms and other matters applicable to these insurances provided by the Employer (and to insurances generally) are detailed in the insurance schedule attached as section C1.5 to the *contract* ("the Insurance Schedule").**
83.1	The *Contractor* provides these additional insurances	**Professional Indemnity Insurance** **Note: The terms and other matters applicable to this insurance provided by the Employer are likewise detailed in section C1.5 to the *contract*.**
83.2	The minimum amounts of cover or minimum limits of indemnity required for the insurance table	**Refer to section C1.5 Insurance Schedule**

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83.1	The *Employer* provides these insurances from the Insurance Table	**Refer to section C1.5 Insurance Schedule**
83.1	The *Employer* provides these additional insurances	**Refer to section C1.5 Insurance Schedule**
83.1	The minimum amount of cover for insurance against loss and damage caused by the *Contractor* to the *Employer*'s property is	**Refer to section C1.5 Insurance Schedule**
83.1	The minimum amount of cover for loss of or damage to Plant and Materials provided by the *Employer* is:	**Refer to section C1.5 Insurance Schedule**
83.1	The minimum amount of cover for insurance in respect of loss of or damage to property (except the *Employer*'s property, Plant and Materials and Equipment) and liability for bodily injury to or death of a person (not an employee of the *Contractor*) arising from or in connection with the *Contractor*'s Providing the Service for any one event is:	**Refer to section C1.5 Insurance Schedule**
83.1	The minimum limit of indemnity for insurance in respect of death of or bodily injury to employees of the *Contractor* arising out of and in the course of their employment in connection with this contract for any one event is:	**As prescribed by the Compensation for Occupational Injuries and Diseases Act No. 130 of 1993 and the *Contractor's* common law liability for people falling outside the scope of the Act with a limit of Indemnity of not less than R [●] ([●] Rands)**
9	**Termination**	There is no reference to Contract Data in this section of the core clauses and terms in italics used in this section are identified elsewhere in this Contract Data.
10	**Data for main Option clause**	
A	**Priced contract with price list**	
20.5	The *Contractor* prepares forecasts of the final total of the Prices for the whole of the *service* at intervals no longer than	**4 weeks.**
11	**Data for Option W1**	
W1.1	The *Adjudicator* is	**The person appointed jointly by the parties from the list of adjudicators contained below**

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		Name	Location	Contact details (phone & e mail)
		Adv. Ghandi Badela	Gauteng	+27 11 282 3700 ghandi@badela.co.za
		Mr. Errol Tate Pr. Eng.	Durban	+27 11 262 4001 Errol.tate@mweb.co.za
		Adv. Saleem Ebrahim	Gauteng	+27 11 535-1800 salimebrahim@mweb.co.za
		Mr. Sebe Msutwana Pr. Eng.	Gauteng	+27 11 442 8555 sebe@civilprojects.co.za
		Mr. Sam Amod	Gauteng	sam@samamod.com
		Adv. Sias Ryneke SC	Gauteng	083 653 2281 reyneke@duma.nokwe.co.za
		Mr. Emeka Ogbugo (Quantity Surveyor)	Pretoria	+27 12 349 2027 emeka@gosiame.co.za

W1.2(3)	The *Adjudicator nominating body* is:	**the Chairman of ICE-SA a joint Division of the South African Institution of Civil Engineering and the Institution of Civil Engineers (London) (see www.ice-sa.org.za) or its successor body**
W1.4(2)	The *tribunal* is:	**arbitration**
W1.4(5)	The *arbitration procedure* is	**the latest edition of Rules for the Conduct of Arbitrations published by The Association of Arbitrators (Southern Africa) or its successor body**
	The place where arbitration is to be held is	**Johannesburg, South Africa**
	The person or organization who will choose an arbitrator	**the Chairman for the time being or his nominee of the Association of Arbitrators (Southern Africa) or its successor body**
12	**Data for secondary Option**	
X1	**Price Adjustment for inflation**	**Not applicable to this contract**
X2	**Changes in the law**	**No data is required for this secondary Option**
X17	**Low service damages**	**As per the Service Information (C3) – Annex I section 6**
X17.1	The *service level table* is in	**The Service Information, Annex I**
X18	**Limitation of liability**	
X18.1	The *Contractor*'s liability to the *Employer* for indirect or consequential loss is limited to	**Nil - Neither Party is liable to the other for any consequential or indirect loss, including but not limited to loss of profit, loss of income or loss of revenue**

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X18.2	For any one event, the *Contractor*'s liability to the *Employer* for loss of or damage to the *Employer*'s property is limited to	**The total of the Prices**
X18.3	The *Contractor*'s liability for Defects due to his design of an item of Equipment is limited to	**The total of the Prices**
X18.4	The *Contractor*'s total liability to the *Employer*, for all matters arising under or in connection with this contract, other than the excluded matters, is limited to	**The Contractor's total direct liability to the Employer for all matters arising under or in connection with this contract, other than the excluded matters, is limited to the total of the Prices and applies in contract, tort or delict and otherwise to the extent allowed under the law of the contract.** **The excluded matters are amounts payable by the Contractor as stated in this contract for:** - **Loss of or damage to the Employer's property,** - **Defects liability,** - **Insurance liability to the extent of the Contractor's risks** - **death of or injury to a person;** **infringement of an intellectual property right**
X18.5	The *end of liability date* is	**52 weeks after the end of the service period.**
X19	**Task Order**	
X19.5	The *Contractor* submits a Task Order programme to the *Service Manager* within	**5 days of receiving the Task Order**

Z(A): The Additional conditions of contract are: Z1-Z19

	Amendments to the Core Clauses
Z1	**Interpretation of the law**
Z1.1	**Add to core clause 12.3:** Any extension, concession, waiver, non-enforcement of any terms of the contract or relaxation of any action stated in this contract by the Parties, the *Service Manager*, the, or the *Adjudicator* does not constitute a waiver of rights, and does not give rise to an estoppel unless the Parties agree otherwise and confirm such agreement in writing.
Z2	**Providing the Service: Delete core clause 20.1 and replace with the following:**
Z2.1	The *Contractor* provides the *service* in accordance with the *Service* Information and warrants that the results of the *service*, when complete, shall be fit for their intended purpose.
Z3.	**Other responsibilities: add the following at the end of core clause 27:**
Z3.1	The *Contractor* shall have satisfied himself, prior to the *starting date*, as to the completeness,

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sufficiency and accuracy of all information and drawings provided to him as at the *starting date* .

Z3.2 The *Contractor* shall be responsible for the correct setting out or carrying out of the *service* in accordance with the original points, lines and levels stated in the *Service* Information or notified by the *Service Manager*. Any errors in the setting or carrying out of the *service* shall be rectified by the *Contractor* at the *Contractor's* own costs.

Z4. Termination

Z4.1 **Add the following to core clause 91.1, at the second main bullet, fourth sub-bullet point, after the words "assets or":** "business rescue proceedings are initiated or steps are taken to initiate business rescue proceedings".

Z5.
Z5.1 **Ambiguities and inconsistencies: Delete core clause 17 and replace with the following:**
If there is any ambiguity or inconsistency in or between the documents which are part of this contract, the priority of the documents is in accordance with the following sequence:

- The additional conditions of contract under these Z clauses
- The conditions of contract and
- The other documents.

Z5.2 The Service Manager or the Contractor notifies the other as soon as either becomes aware of any such ambiguity or inconsistency in or between the documents which are part of this contract. The Service Manager gives an instruction resolving the ambiguity or inconsistency. Notwithstanding any other provision of this contract, any such ambiguity, inconsistency and/or instruction does not automatically result in any increase to the Price List or any delay to the end of the service period.

Z6. Payment: Add the following at the end of core clause 51:

51.5 The Employer does not pay interest to the Contractor on a late payment resulting from the Contractor's failure to provide the Employer with a correctly rendered VAT invoice within the period stated in clause 51.1 above.

51.5 The Employer is entitled to deduct from or set off against any money due to the Contractor

- any sum due to the Employer from the Contractor or
- any amount for which the Contractor is liable to pay to the Employer (whether liquidated or otherwise) arising under this contract.

Amendment to the Secondary Option Clauses

Z7. Changes in Law: Add the following clause to secondary option X2 as X2.2:

Z7.1 A change in law is defined as:

Z7.1.1 the adoption, enactment, promulgation, coming into effect, repeal, amendment, reinterpretation, change in application or other modification after the starting date of any law, excluding (i) the promulgation of any bill, unless such bill is enacted into the *law of the country*, and (ii) any such modification in law relating to any taxes, charges, imposts, duties, levies or deductions that are assessed in relation to a person's income;

Z7.1.2 any permit being terminated, withdrawn, amended, modified or replaced, other than (i) in accordance with the terms upon which it was originally granted, (ii) as a result of the failure by the *Contractor* to comply with any condition set out therein, or (iii) as a result of any act or omission of the *Contractor*, any Subcontractor or any affiliate to the *Contractor*.

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Z8. Performance Bond: The following amendments are made to clause X13:

Z8.1. Amend the first sentence of clause X13.1 to read as follows: The *Contractor* gives the *Employer* an unconditional, on-demand performance bond, provided by a bank or insurer which the *Service Manager* has accepted in his or her discretion, for the amount stated in the Contract Data and in the form set out in Section C1.4 of this Contract Data.

Z8.2. Add the following new clause as Option X13.2: The *Contractor ensures* that the performance bond is valid and enforceable until the end of the *service period.* If the terms of the performance bond specify its expiry date and the end of the *service period* does not coincide with such expiry date, four weeks prior to the said expiry date, the *Contractor* extends the validity of the performance bond until the end of the *service period.* If the *Contractor* fails to so extend the validity of the performance bond, the *Employer* may claim the full amount of the performance bond and retain the proceeds as cash security

Z9. Limitation of liability: Insert the following new clause as Option X18.6:

Z8.1 The *Employer's* liability to the *Contractor* for the *Contractor's* indirect or consequential loss or damage of any kind is limited to R0.00.

Z8.2 Notwithstanding any other clause in this contract, any proceeds received from any insurances or any proceeds which would have been received from any insurances but for the conduct of the *Contractor* shall be excluded from the calculation of the limitations of liability listed in the contract.

Additional Z Clauses

Z10. Cession, delegation and assignment

Z10.1. The *Contractor* shall not cede, delegate or assign any of its rights or obligations to any person without the written consent of the *Employer*, which consent shall not be unreasonably withheld. This clause shall be binding on the liquidator/business rescue practitioner /trustee (whether provisional or final) of the *Contractor*.

Z10.2. The *Employer* may, on written notice to the *Contractor*, cede and delegate its rights and obligations under this contract to any person or entity.

Z11. Joint and several liability

Z11.1. If the *Contractor* constitutes a joint venture, consortium or other unincorporated grouping of two or more persons, these persons are deemed to be jointly and severally liable to the *Employer* for the performance of this Contract.

Z11.2. The *Contractor* shall, within 1 week of the starting date, notify the *Service Manager* and the *Employer* of the key person who has the authority to bind the *Contractor* on its behalf.

Z11.3. The *Contractor* does not materially alter the composition of the joint venture, consortium or other unincorporated grouping of two or more persons without prior written consent of the *Employer*.

Z12. Ethics

Z12.1. The *Contractor* undertakes:

Z12.1.1. not to give any offer, payment, consideration, or benefit of any kind, which constitutes or could be construed as an illegal or corrupt practice, either directly or indirectly, as an inducement or reward for the award or in execution of this contract;

Z12.1.2. to comply with all laws, regulations or policies relating to the prevention and combating of bribery, corruption and money laundering to which it or the *Employer* is subject, including but not limited to the Prevention and Combating of Corrupt Activities Act, 12 of 2004.



Z12.2. The *Contractor*'s breach of this clause constitutes grounds for terminating the *Contractor*'s obligation to provide the service in accordance with the procedures stated P2, P3 or P4 in core clause 92.2 or taking any other action as appropriate against the *Contractor* (including civil or criminal action). However, lawful inducements and rewards shall not constitute grounds for termination.

Z12.3. If the *Contractor* is found guilty by a competent court, administrative or regulatory body of participating in illegal or corrupt practices, including but not limited to the making of offers (directly or indirectly), payments, gifts, gratuities, commission or benefits of any kind, which are in any way whatsoever in connection with the contract with the *Employer*, the *Employer* shall be entitled to terminate the contract in accordance with the procedures stated in core clause 92.2, the amount due on termination is A1.

Z13. Confidentiality

Z13.1. All information obtained in terms of this contract or arising from the implementation of this contract shall be treated as confidential by the *Contractor* and shall not be used or divulged or published to any person not being a party to this contract, without the prior written consent of the *Service Manager*, whose consent shall not be unreasonably withheld.

Z13.2. If the *Contractor* is uncertain about whether any such information is confidential, it is to be regarded as such until otherwise notified by the *Service Manager*.

Z13.3. This undertaking shall not apply to –

Z13.3.1. information disclosed to the employees of the *Contractor* for the purposes of the implementation of this contract. The *Contractor* undertakes to ensure that its employees are aware of the confidential nature of the information so disclosed and that they comply with the provisions of this clause;

Z13.3.2. information which the *Contractor* is required by law to disclose, provided that the *Contractor* notifies the *Employer* prior to disclosure so as to enable the *Employer* to take the appropriate action to protect such information. The *Contractor* may disclose such information only to the extent required by law and shall use reasonable efforts to obtain assurances that confidential treatment will be afforded to the information so disclosed;

Z13.3.3. information which at the time of disclosure or thereafter, without default on the part of the *Contractor*, enters the public domain or to information which was already in the possession of the *Contractor* at the time of disclosure (evidenced by written records in existence at that time);

Z13.4. The taking of images (whether photographs, video footage or otherwise) of the *services or Affected Property* or any portion thereof, in the course of providing the *services* or at the end of the service period requires the prior written consent of the *Service Manager*. All rights in and to all such images vests exclusively in the *Employer*.

Z13.5. The *Contractor* ensures that all his Subcontractors abide by the undertakings in this clause.

Z14. *Employer*'s Step-in rights

Z14.1. If the *Contractor* defaults by failing to comply with its obligations in terms of this contract and fails to remedy such default within 4 weeks of the notification of the default by the *Service Manager*, the *Employer*, without prejudice to its other rights, powers and remedies under the contract, or at law may remedy the default either, itself or procure a third party (including any subcontractor or supplier of the *Contractor*) to do so on its behalf. The reasonable costs of the Employer exercising its step-in rights in respect of any subcontractor or supplier of the *Contractor* shall be borne by the *Contractor*.

Z14.2. The *Contractor* co-operates with the *Employer* and facilitates and permits the use of all required information, materials and other matter (including but not limited to documents and all other drawings, CAD materials, data, software, models, plans, designs, programs, diagrams, evaluations, materials, specifications, schedules, reports, calculations, manuals or other documents or recorded information (electronic or otherwise) which have been or are at any time prepared by or on behalf of the



Contractor under the contract or otherwise for and/or in connection with the *works*) and generally does all things required by the Service *Manager* to achieve this end.

Z15. Liens and Encumbrances

Z15.1. The *Contractor* keeps the Equipment used to provide the *service* free of all liens and other encumbrances at all times. The *Contractor,* vis-a-vis the *Employer,* waives all and any liens which he may from time to time have, or become entitled to over such Equipment and any part thereof and ensures that his Subcontractors similarly, vis-a-vis the *Employer,* waive all liens they may have or become entitled to over such Equipment from time to time

Z16. Intellectual Property

Z15.1 Intellectual Property ("IP") rights means all rights in and to any patent, design, copyright, trade mark, trade name, trade secret, other intellectual or industrial property rights, technical information and concepts, know-how, specifications, data, formulae, computer programs, memoranda, scripts, reports, manuals, diagrams, drawings, prototypes, drafts and any rights to them created during the performance of the service and include applications for and rights to obtain or use any such intellectual property whether under South African or foreign law.

Z15.2 IP rights remain vested in the originator and shall not be used for any reason whatsoever other than carrying out the *service.*

Z15.3 The *Contractor* gives the *Employer* an irrevocable, transferrable, non-exclusive, royalty free licence to use and copy all IP related to the *service* for the purposes of constructing, repairing, demolishing, operating and maintaining the *service* or *the Affected Property*.

Z15.4 The written approval of the *Contractor* is to be obtained before the *Contractor*'s IP made available to any third party which approval will not be unreasonably withheld or delayed. Prior to making any *Contractor*'s IP available to any third party the *Employer* shall obtain a written confidentiality undertaking from any such third party on terms no less onerous than the terms the *Employer* would use to protect its IP.

Z15.5 The *Contractor* shall indemnify and hold the *Employer* harmless against and from any claim alleging an infringement of IP rights (**"the claim"**), which arises out of or in relation to:

Z15.5.1 the *Contractor's service*;

Z15.5.2 the use of the *Contractor's* Equipment, or

Z15.5.3 the proper use of the *Affected Property* on which the service is provided.

Z15.6 The *Employer* shall, at the request and cost of the *Contractor*, assist in contesting the claim and the *Contractor* may (at its cost) conduct negotiations for the settlement of the claim, and any litigation or arbitration which may arise from it.

Z17. Dispute resolution: The following amendments are made to Option W1:

Z16.1 **Under clause W1.3, in the fourth row of the first column of the adjudication table, the following words are added after the words "any other matter":** "excluding disputes relating to termination of the contract".

Z16.2 **The following clauses are added at the end of clause W1.3 as sub-clauses (12) and (13) respectively:**

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Z16.2.1 "The Adjudicator shall decide the dispute solely on the written submissions of the parties. No oral submissions shall be heard during adjudication."

Z16.2.2 "Disputes relating to or arising from termination of the Contract shall not be determined by an adjudicator. Any such dispute shall be referred directly to the tribunal in accordance with the procedures set out in clause W1.4."

Z17 Day:

Z17.1 Any reference to a day in terms of this contract shall be construed as a calendar day.

Z18 Safety

Z18.1 The *Employer*, *Service Manager* or any of his nominated representatives may stop any unsafe *service*. The *Contractor* does not proceed with the relevant service until the safety violation is corrected. This instruction to stop or not to start the *service* is not a compensation event.

Z18.2 As stipulated by section 37(2) of the Occupational Health and Safety Act No. 85 of 1993 (**OHS Act)** as amended the Contractor agrees to the following:

Z18.2.1 As part of the contract the *Contractor* acknowledges that it is an Employer in its own right with duties as prescribed in the OHS Act, as amended and agrees to ensure that all work performed, or equipment and materials used, are in accordance with the provisions of the OHS Act.

Z18.2.2 The *Contractor* furthermore agrees to comply with the requirements set forth by the *Service Manager* and agree to liaise with the *Employer* should the *Contractor*, for whatever reason, be unable to perform in terms of the clause Z18.

Z18.3 The *Contractor* acknowledges that it is an *Employer* in its own right and is registered with duties as prescribed in the Compensation for Occupational Injuries & Diseases Act No. 130 of 1993.

Z18.4 Any availability less than 80% for six consecutive months (which is the entirely the contractor's fault) will lead to contract termination.

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C1.2 b - DATA PROVIDED BY THE *CONTRACTOR*

Clause	Statement	Data
10.1	The Contractor is (Name):	
	Company Registration Number	
	Company VAT Number	
	Address	
	Telephone no.	
	Fax No.	
11.2	The *working areas* are	See C3 'Service Information'
24.1	The *Contractor's Key people* are:	**CV's to be appended to Resource Proposal (Annex F)**
1	**CONTRACT MANAGER**	
	Name:	
	Qualifications relevant to this contract	
	Experience	
2	**TECHNICIAN**	
	Name:	
	Qualifications relevant to this contract	

	Experience	

3	**TECHNICAL ASSISTANT**	
	Name:	
	Qualifications relevant to this contract	
	Experience	

11.2	The following matters will be included in the Risk Register	1. Unavailability of Spares 2. Flight Delays due to faulty Bridge 3. Travelling Public

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C1.3 Occupational Health and Safety Agreement

OCCUPATIONAL HEALTH AND SAFETY AGREEMENT

AGREEMENT IN TERMS OF SECTION 37(2) OF THE OCCUPATIONAL HEALTH & SAFETY ACT (ACT 85 Of 1993) & CONSTRUCTION REGULATION 5.1(k)

OBJECTIVES

To assist Airport Company South Africa (ACSA) in order to comply with the requirements of:

1. The Occupational Health & Safety (Act 85 of 1993) and its regulations and
2. The Compensation for Occupational Injuries & Diseases Act (Act 130 of 1993) also known as the (COID Act).

To this end an Agreement must be concluded before any contractor/ subcontracted work may commence

The parties to this Agreement are:

Name of Organization: **AIRPORTS COMPANY SOUTH AFRICA** **CHIEF DAWID STUURMAN INTERNATIONAL AIRPORT**
Physical Address: **Allister Miller Drive** **6067**

Hereinafter referred to as "Client"

Name of organisation:
Physical Address:

Hereinafter referred to as "the Mandatary/ Principal Contractor"

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GENERAL INFORMATION FORMING PART OF THIS AGREEMENT

1. The Occupational Health & Safety Act comprises of SECTION 1-50 and all unrepealed REGULATIONS promulgated in terms of the former Machinery and Occupational Safety Act No.6 of 1983 as amended as well as other REGULATIONS which may be promulgated in terms of the Act and other relevant Acts pertaining to the job in hand.

2. "Mandatary" is defined as including as agent, a principal contractor or a contractor for work, but WITHOUT DEROGATING FROM HIS/HER STATUS IN HIS/HER RIGHT AS AN EMPLOYER or user of the plant

3. Section 37 of the Occupational Health & Safety Act potentially punishes Employers (PRINCIPAL CONTRACTOR) for unlawful acts or omissions of Mandataries (CONTRACTORS) save where a Written Agreement between the parties has been concluded containing arrangements and procedures to ensure compliance with the said Act BY THE MANDATARY.

4. All documents attached or refer to in the above Agreement form an integral part of the Agreement.

5. To perform in terms of this agreement Mandataries must be familiar and conversant with the relevant provisions of the Occupational Health & Safety Act 85 of 1993 (OHS Act) and applicable Regulations.

6. Mandatories who utilise the services of their own Mandatories (contractors) must conclude a similar Written Agreement with them.

7. Be advised that this Agreement places the onus on the Mandatary to contact the CLIENT in the event of inability to perform as per this Agreement.

8. This Agreement shall be binding for all work the Mandatary undertakes for the client.

9. All documentation according to the Safety checklist including a copy of the written Construction Manager appointment in terms of construction regulation 8, must be submitted 7 days before work commences.

THE UNDERTAKING

The Mandatary undertakes to comply with:

INSURANCE

1. The Mandatary warrants that all their employees and/or their contractor's employees if any are covered in terms of the COID Act, which shall remain in force whilst any such employees are present on the Client's premises. A letter is required prior commencing any work on site confirming that the Principal contractor or contractor is in good standing with the Compensation Fund or Licensed Insurer.

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2. The Mandatary warrants that they are in possession of the following insurance cover, which cover shall remain in force whilst they and /or their employees are present on the Client's premises, or which shall remain in force for that duration of their contractual relationship with the Client, whichever period is the longest.

   a. Public Liability Insurance Cover as required by the Subcontract Agreement.

   b. Any other Insurance cover that will adequately makes provision for any possible losses and/or claims arising from their and /or their Subcontractors and/or their respective employee's acts and/or omissions on the Client's premises.

COMPLIANCE WITH THE OCCUPATIONAL HEALTH & SAFETY ACT 85 OF 1993

The Mandatary undertakes to ensure that they and/or their subcontractors if any and/or their respective employees will at all times comply with the following conditions:

1. All work performed by the Mandatary on the Client's premises must be performed under the close supervision of the Mandatary's employees who are to be trained to understand the hazards associated with any work that the Mandatary performs on the Client's premises.

2. The Mandatary shall be assigned the responsibility in terms of Section 16(1) of the OHSAct 85 of 1993, if the Mandatary assigns any duty in terms of Section 16(2), a copy of such written assignment shall immediately be forwarded to the Client.

3. The Mandatary shall ensure that he/she familiarise himself/herself with the requirements of the OHS Act 85 of 1993 and that s/he and his/her employees and any of his subcontractors comply with the requirements.

4. The Mandatary shall ensure that a baseline risk assessment is performed by a competent person before commencement of any work in the Client's premises. A baseline risk assessment document will include identification of hazards and risk, analysis and evaluation of the risks and hazards identified, a documented plan and safe work procedures to mitigate, reduce or control the risks identified, and a monitoring and review plan of the risks and hazards.

5. The Mandatary shall appoint competent persons who shall be trained on any Occupational Health & Safety aspect pertaining to them or to the work that is to be performed.

6. The Mandatary shall ensure that discipline regarding Occupational Health & Safety shall be strictly enforced.

7. Any personal protective equipment required shall be issued by the Mandatary to his/her employees and shall be worn at all times.

8. Written safe working practices/procedures and precautionary measures shall be made available and enforced and all employees shall be made conversant with the contents of these practises.

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9. No unsafe equipment/machinery and/or articles shall be used by the Mandatary or contractor on the Client's premises.

10. All incidents/accidents referred to in OHSAct shall be reported by the Mandatary to the Provincial Director: Department of Labour as well as to the Client.

11. No use shall be made by the Mandatary and/or their employees and or their subcontractors of any of the Client's machinery/article/substance/plant/personal protective equipment without prior written approval.

12. The Mandatary shall ensure that work for which the issuing of permit is required shall not be performed prior to the obtaining of a duly completed approved permit.

13. The Mandatary shall ensure that no alcohol or any other intoxicating substance shall be allowed on the Client's premises. Anyone suspected to be under the influence of alcohol or any other intoxicating substance shall not be allowed on the premises. Anyone found on the premises suspected to be under the influence of alcohol or any other intoxicating substance shall be escorted off the said premises immediately.

14. Full participation by the Mandatary shall be given to the employees of the Client if and when they inquire into Occupational Health & Safety.

FURTHER UNDERTAKING

1. Only a duly authorised representative appointed in terms of Section 16.2 of the OHS Act is eligible to sign this agreement on behalf of the Mandatary. The signing power of this representative must be designated in writing by the Chief Executive Officer of the Mandatary. A copy of this letter must be made available to the Client.

2. The Mandatary confirms that he has been informed that he must report to the Client's management, in writing anything he/she deems to be unhealthy and /or unsafe. He has versed his employees in this regard.

3. The Mandatary warrants that he/she shall not endanger the health & safety of the Client's employees and other persons in any way whilst performing work on the Client's premises.

4. The Mandatary understands that no work may commence on the Client's premises until this procedure is duly completed, signed and received by the Client.

5. Non-compliance with any of the above clauses may lead to an immediate cancellation of the contract.

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ACCEPTANCE BY MANDATARY

In terms of section 37(2) of the Occupational Health & Safety Act 85 of 1993 and section 5.1(k) of the Construction Regulations 2014,

I ……a duly authorised 16.2 Appointee acting for and on behalf of ……(company name) undertake to ensure that the requirements and the provision of the OHS Act 85 of 1993 and its regulations are complied with.

Mandatary – WCA/ Federated Employers Mutual No…….

Expiry date …….

_____ _____
SIGNATURE ON BEHALF OF MANDATARY **DATE**
(Warrant his authority to sign)

_____ _____
SIGNATURE ON BEHALF OF THE CLIENT **DATE**
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C1.4 Forms of Securities

No performance bond or parent company guarantee is required in this contract

C1.5 Insurance Schedule

Summary of Terms and other Matters Applicable to Employer **Provided Insurance**

Part 1:
Notes to Schedule:

- The provision of insurance by the *Employer* does not limit the obligations, liabilities or responsibilities of the *Contractor* under this contract in any way whatsoever (including but not limited to any requirement for the provision by the *Contractor* of any other insurances).
- Unless specifically otherwise stated, capitalised terms in this schedule (other than *Employer*, *Contractor* and *works* where written in italics) have the meaning assigned to them in the relevant policy of insurance.
- This Insurance Schedule is a generic term sheet generally applicable to the Employer's projects. In the circumstances:
    - If this Insurance Schedule reflects the amount of any cover provided by the *Employer* to be higher than the amount required in the Contract Data, the *Employer*'s obligation under this Contract is limited to the lower amount; and
    - If this Insurance Schedule provides for any cover which is not stated to be provided by the *Employer* in the Contract Data, the *Employer*'s obligation under this Contract is limited to the cover stated in the Contract Data.
- **[**The terms governing the Employer provided policies of insurance are the terms detailed in the policies themselves. This schedule is merely a summary of the key terms. It is the responsibility of the tenderer to obtain copies of the policies and satisfy itself of the actual terms as required by the tenderer.**]**

Part 2:

ACSA Maintenance Contracts Insurance Clause.
Insurance Affected by the Employer.

Notwithstanding anything elsewhere contained in the Contract and without limiting the obligations liabilities or responsibilities of the Contractor in any way whatsoever (including but not limited to any requirement for the provision by the Contractor of any other insurances) the Employer shall effect and maintain as appropriate in the joint names of the Employer , Contractors and Sub-Contractors, Consultants and Sub-Consultants the following insurances which are subject to the terms, limits, exceptions and conditions of the Policy:

a) **PUBLIC LIABILITY Insurance** – which will provide indemnity against the insured parties legal liability in the event of accidental death of or injury to third party persons and/or accidental loss of or damage to third party property arising directly from the execution of the contract with a limit

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of indemnity of **R 100 million** in respect of all claims arising from any one occurrence or series of occurrences consequent on or attributable to one source or original cause. The policy will be subject to a Deductible of **R25 000** for Property Damage claims only but **R250 000** where Loss or Damage involves Aircraft.

(i) The Employer shall pay any premium due in connection with the insurance affected by the Employer.

(ii) The Contractor shall not include any premium charges for this insurance except to the extent that he may deem necessary in his own interests to effect supplementary insurance to the insurance effected by the Employer. The Employer reserves the right to call for full information regarding insurance costs included by the Contractor.

(iii) Any further clarification of the scope of cover provided by the Policies arranged by the Employer should be obtained from the Employer.

(iv) In the event of any occurrence which is likely to or could give rise to a claim under the insurances arranged by the Employer the Contractor shall:

(A) in addition to any statutory requirement or other requirements contained in the Contract immediately notify the Employer's Insurance Broker or the Insurers by telephone or telefax giving the circumstances nature and an estimate of the loss or damage or liability

(B) complete a Claims Advice Form available from the Insurance Brokers to whom the form must be returned without delay.

(C) negotiate the settlement of claims with the Insurers through the Employer's Insurance Brokers and shall when required to do so obtain the Employer's approval of such settlement.

The Employer and Insurers shall have the right to make all and any enquiries to the site of the Works or elsewhere as to the cause and results of any such occurrence and the Contractor shall co-operate in the carrying out of such enquiries.

(v) The Contractor will be liable for the amount of the Deductible (First Amount Payable in respect of any claim made by or against the Contractor or Sub-Contractors under the insurances effected by the Employer.
Where more than one Contractor is involved in the same claim the Deductible will be borne in pro-rata amounts by each Contractor in proportion to the extent of each Contractor's admitted claim.

(vi) Any amount which becomes payable to the Contractor or any of his Sub-Contractors as a result of a claim under the Contact Works Insurance shall if required by the Employer be paid net of the Deductible to the Employer who shall pay the Contractor from the proceeds of such payment upon rectification repair or reinstatement of the loss or damage but this provision shall not in any way affect the Contractor's obligations liabilities or responsibilities in terms of the Contract.
In respect of any amount which becomes payable as a result of a claim under any Public Liability Insurance the Contractor or his Sub-Contractors shall be required to pay the amount of the Deductible to the Insurer to facilitate settlement of such claim.

Insurance Affected by the Contractor.

Without in any way detracting from any requirements contained elsewhere in this contract the Contractor and Sub-Contractors shall where applicable, provide as a minimum the following:

(a) INSURANCE OF CONTRACTORS EQUIPMENT (including tools offices and other temporary structures and contents) and other things (except those intended for incorporation into the Works) brought onto the Site for a sum sufficient to provide for their replacement.

(b) Insurance in terms of the provisions of the Compensation for Occupational Injuries and Diseases Act No. 130 of 1993 as may be amended or in terms of any similar Workers Compensation and Unemployment Insurance enactment's in the Suppliers' or Sub Supplier's operational, manufacturing or assembly locations.

(c) Motor Vehicle Liability Insurance comprising (as a minimum) "Balance of Third Party" Risks including Passenger Liability indemnity.

(d) Public Liability Insurance for an amount sufficient to cover the Contractors obligations in terms of the Deductible of **R25 000** or **R250 000** as stated above.

i. The insurances to be provided by the Contractor and his Sub-Contractors shall:
   (A) be affected with Insurers and on terms approved by the Employer.
   (B) be maintained in force for whatever period the perils to be insured by the Contractor are at risk (including any defects liability period during which the Contractor is responsible for the care of the Works)
   (C) submit to the Employer the relevant Policy or Policies of Insurance or evidence acceptable to the Employer that such insurances have been affected.

ii. In the event that the Contractor or his Sub-Contractor receives any notice of cancellation or restrictive modification to the insurance provided to them they shall immediately notify the Employer in writing of such cancellation or restriction and shall advise what action the Contractor or his Sub-Contractor will take to remedy such action.
If the Contractor fails to effect and keep in force the insurances referred to then the Employer may effect and keep in force any such insurances and pay such premium or premiums as may be necessary for that purpose and from time to time deduct the amount paid by the Employer from any monies due or which may become due to the Contractor or recover same as a debt from the Contractor.

Sub-Contractors

The Contractor shall:

a) ensure that all potential and appointed Sub-Contractors are aware of the whole contents of this clause, and

b) enforce the compliance by Sub-Contractors with this clause where applicable."

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Part C2: Pricing data

C2.1 Pricing assumptions: Option A

The *conditions of contract*

How work is priced and assessed for payment

Clause 11 in NEC3 Term Service Contract, April 2013 (TSC3) core clauses and Option A states:

Identified and defined terms	11 11.2	(12) The Price List is the *price list* unless later changed in accordance with this contract. (17) The Price for Services Provided to Date is the total of the Price for each lump sum item in the Price List which the *Contractor* has completed and where a quantity is stated for an item in the Price List, an amount calculated by multiplying the quantity which the *Contractor* has completed by the rate. (19) The Prices are the amounts stated in the Price column of the Price List. Where a quantity is stated for an item in the Price List, the Price is calculated by multiplying the quantity by the rate.

This confirms that Option A is a priced contract where the Prices are derived from a list of items of service which can be priced as lump sums or as expected quantities of service multiplied by a rate or a mix of both. Where it is contemplated that the Price List represents the type of work, quantity and cost thereof which may or not be selected by the Employer, it is important to ensure that service items listed do not create liability on a daily basis if that is not the intention. For example, if the service is maintenance of an installation on an ad hoc or call-off basis which may require the Contractor to be on standby but not permanently on the Affected Property, avoid listing service items which may be treated as preliminary and general (P&Gs) items, whether fixed or time-related such as contractual requirements, establishing on site, offices, storage, ablutions, water supplies, power supply, telecommunications. The Price List should align with the intention of the contract and selection of Option X 19 should be considered. If the Contractor is required to price P&G items ensure that the tender, contract and Price List provides clearly that daily charges are applicable only as necessitated by the specific activity and authorised by the Service Manager. Particular care should be taken when utilising SANS 1200 as a guide for tenderers or for preparing templates for Price Lists in tenders. Avoid referring to the Price List as the Activity Schedule.

Function of the Price List

Clause 54.1 in Option A states: “Information in the Price List is not Service Information”. This confirms that instructions to do work or how it is to be done are not included in the Price List but in the Service Information. This is further confirmed by Clause 20.1 which states, “The *Contractor* Provides the Service in accordance with the Service Information”. Hence the *Contractor* does **not** Provide the Service in accordance with the Price List. The Price List is only a pricing document.

Link to the *Contractor*’s plan

Clause 21.4 states “The *Contractor* provides information which shows how each item description on the Price List relates to the operations on each plan which he submits for acceptance”. Hence when compiling the *price list*, the tendering contractor needs to develop his first clause 21.2 plan in such a way that operations shown on it can be priced in the *price list* and result in a satisfactory cash flow in terms of clause 11.2(17).

Preparing the *price list*

It will be assumed that the tendering contractor has read Pages 14, 15 and 76 of the TSC3 Guidance Notes before preparing the *price list*. Items in the *price list* may have been inserted by the *Employer* and the tendering contractor should insert any additional items which he considers necessary. Whichever party provides the items in the *price list* the total of the Prices is assumed to be fully inclusive of everything necessary to Provide the Service as described at the time of entering into this contract.

1 As the *Contractor* has an obligation to correct Defects (core clause 42.1) and there is no compensation event for this unless the Defect was due to an *Employer’s* risk, the lump sum Prices and rates must also include for the correction of Defects.

2 If the *Contractor* has decided not to identify a particular item in the *price list* at the time of tender the cost to the *Contractor* of doing the work must be included in, or spread across, the other Prices and rates in the *price list* in order to fulfil the obligation to complete the *service* for the tendered total of the Prices.

3 There is no adjustment to lump sum prices in the *price list* if the amount, or quantity, of work within that lump sum item of service later turns out to be different to that which the *Contractor* estimated at time of tender. The only basis for a change to the Prices is as a result of a compensation event. See Clause 60.1.

4 Hence the Prices and rates tendered by the *Contractor* in the *price list* are inclusive of everything necessary and incidental to Providing the Service in accordance with the Service Information, as it was at the time of tender, as well as correct any Defects not caused by an *Employer’s* risk.

5 The Contractor does not have to allow in his Prices and rates for matters that may arise as a result of a compensation event. It should be noted that the list of compensation events includes those arising as a result of an *Employer's* risk event listed in core clause 80.1.

Format of the *price list*

(From page 76 of the TSC3 Guidance Notes)

Entries in the first four columns in the *price list* in section C2.2 are made either by the *Employer* or the tendering contractor.

If the *Contractor* is to be paid an amount for the item which is not adjusted if the quantity of work in the item changes, the tendering contractor enters the amount in the Price column only, the Unit, Expected Quantity and Rate columns being left blank.

If the *Contractor* is to be paid an amount for an item of work which is the rate for the work multiplied by the quantity completed, the tendering contractor enters the rate which is then multiplied by the Expected Quantity to produce the Price, which is also entered.

If the *Contractor* is to be paid a Price for an item proportional to the length of time for which a service is provided, a unit of time is stated in the Unit column and the expected length of time (as a quantity of the stated units of time) is stated in the Expected Quantity column.

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C2.2 Price List

The following Activity Schedule is provided "as-is" for the benefit of the Bidder. ACSA (the Employer) cannot guarantee that it is complete in all respects. The Bidder is responsible for providing an Activity Schedule which is accurate, complete and in accordance with their proposal. Also, refer to C3 (Service information) for activities that need to be priced. Only items listed in this Activity Schedule may be billed to the Employer.

CHIEF DAVID STUURMAN

Part 1 - Activity Schedule

Item no.	Activity Description	Frequency	Quantity	Amount (per single item)	Total (in 6 months)
1	Airport personnel access permits, airport vehicle access permits and parking fees – *provisional sum*	Once-off	1	R 8 000.00	R 8 000.00
2	All required travelling	Monthly	6	R	R
3	All required labour for preventative maintenance and inspections (Chief Dawid Stuurman International Airport)	Monthly	6	R	R
	Preventative Maintenance Sub-Total A (6 months)				**R**

Labour rates and Mark-up
Any work not included under part 1 shall be deemed additional work or non-scheduled items and will be charged at the following rates:

Labour

Item	Description	Normal hours (R/hour)	After hours (R/hour)	After hours Sunday/public holiday (R/hour)
1	Site Manager	**R**	**R**	**R**
2	Technician/Artisan	**R**	**R**	**R**
3	Technician's Assistance	**R**	**R**	**R**
1	Field Engineer	**R**	**R**	**R**
2	OEM Specialist	**R**	**R**	**R**

[a]All rates to exclude vat. Subject to agreement between ACSA and the Contractor, the number of staff allocated to the contract may be increased/decreased to cater for special needs that may arise from time to time. Labour rates shall include all personnel insurance, holidays with pay, incentive bonuses. No labour shall be charged for travel or travelling. Labour time shall be calculated for the time spent on site.

Part 2 – After-hours Call-outs

Description	Rate	Qty/year	Total/ year
Chief Dawid Stuurman International Airport: Call-out fee: Includes first hour on site and travelling cost	R	12 calls	R
Technician after hours (after hours rate)	R	6hrs	R

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Technician assistant (after hours rate)	R	3hrs	R
Labour Sub-Total B (months)		**R**	

Callouts rate must include all required travelling and the **first hour on site**.
Call out fee shall not be applicable when contractors are onsite.
After hours rate shall be applicable for callouts outside normal working hours (07H00-17H00)

Mark-up (third party procured items/services)

Cost[b]	**Mark-up**
R 0.00 – R 9, 999.99	**%**
R 10, 000.00 – R 49, 999.99	**%**
R 50, 000.00 – R 99, 999.99	**%**
Greater than R 100, 000.00	**%**

[b]Cost shall be net cost (excluding VAT) of parts delivered to site with all discounts deducted. The third party's quote/invoice shall be presented when submitting quotes for approval.

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Statutory Inspections

Description	Rate	Qty	Total Excluding Mark-up	Mark up	Total including mark-up
Hand held fire extinguishers	R	197	R	%	R
Fire Hydrants	R	23	R	%	R
Fire Hose Reel	R	25	R	%	R
Booster Pump Station (performance test in line with ASIB requirements)	R	1	R	%	R
Independent review of the fire detection system by a SAQCC (level 4) or professionally registered engineer (mechanical or electrical)	R	5		%	R
Fire hydrant pipeline pressure test	R	5	R	%	R
Fire Suppression system inspection	R	27	R	%	R
Fire Curtain	R	31	R	%	R
Statutory Inspections Sub-Total C (per month)		**R**			

Note: the rates provided above shall be used for adding or removal of the equipment from the contract.

Repairs and Spares Provisional Sum

Description	Cost	Mark up	Total including mark-up
Repairs and spares provisional sum (R 0.00 – R 9, 999.99)	R 37 613.00	%	R
Repairs and spares provisional sum (R 10, 000.00 – R 49, 999.99)	R 18 805.00	%	R
Repairs and spares provisional sum (R 50, 000.00 – R 99, 999.99)	R 78 210.00	%	R
Repairs and spares provisional sum (Greater than R 100, 000.00)	R 103 435.00	%	R
Ad-Hoc Sub-Total D (per months)	**R**		

Contract value

Below is the guide that must be used in estimating the contract value. This amount must be reported as the Contract Value in the corresponding schedules. Tenderers are reminded that this amount is for illustrative purposes only

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and that ACSA will not be under any obligation to expend the full or any portion of this amount. Monthly contract expenditure will be strictly calculated according to the Activity Schedule as provided above.

Fire Systems - twelve-months maintenance expenditure

Description	**Total (excluding VAT)**
Preventative maintenance Sub-Total A	**R**
Labour cost Sub-Total B	**R**
Statutory Inspection Sub-Total C	**R**
Ad-Hoc Sub-Total D	**R**
12-months estimated contract value (Sub –Total E)	**R**

Expenditure over 3-year contract including CPI yearly price adjustments (As per Statistic SA)

Description	**Total (excluding VAT)**
Sub-total E: year 1	**R**
Sub-total F: year 2 (year 1 plus CPI escalation*)	**R**
Sub-total G: year 3 (year 2 plus CPI escalation*)	**R**
3-years estimated contract value Sub-Total H (excluding Vat)	**R**
Vat (15% of Sub-Total G)	**R**
***3-years estimated contract value Sub-Total I (Sub-Total H plus Vat)**	**R**

***this amount to be carried over to Form of Offer and Acceptance.**

Contract values will be increased/decreased according to the current indices stipulated in Statistic SA – Consumer Price Indices- all income groups. **7% escalation should be used for illustrative purposes.**

END OF CHIEF DAVID STUURMAN

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DESCRIPTION OF THE WORKS

Employer's objectives
The objective is to maintain the serviceability of the Fire Systems at Chief Dawid Stuurman International Airport in a sustainable manner at the lowest operating and maintenance costs while ensuring compliance to general safety and aviation related legislation.

The scope entails maintenance of fire system infrastructure at **Chief Dawid Stuurman International Airport**. In brief, maintenance involves servicing, repairs, replacement and system performance test. The fire system infrastructure comprises of:

- Fire Extinguishers;
- Fire Hose Reels;
- Fire Hydrants;
- Roof Ventilators;
- Automatic Fire Sprinkler System (Port Elizabeth International Airport only);
- Fire Detection System;
- Fire Suppression System;
- Booster pump stations; and
- Fire Escape Equipment.

Servicing - performing routine preventive maintenance as prescribed by the original equipment manufacturer (OEM) specifications and ACSA's planned maintenance activities. All work shall comply to the requirements of: SANS 10400-part T, SANS 1475, SANS 10139, SANS 10287 and SANS 246 as a minimum, OHS Act 85 of 1993 regulations and all other legislation that might be relevant to this Contract and the execution thereof
Repairs – responding to breakdowns, call-outs and restoring the equipment to a safe working condition.
Replacement – changing of faulty components or obsolete components with an upgraded part or modification.
System Performance Test – Testing the system's performance as per the original equipment manufacture's (OEM) specifications including interface` with lifts, air-conditioning system, smoke extraction fans, etc.
Statutory Tests – performing annual statutory tests in line with OHS Act 85 of 1993 and related regulations and SANS 10400-part T, SANS 1475, SANS 10139, SANS 10287 and SANS 246 as a minimum and all other legislation that might be relevant to this Contract and the execution thereof.

Fire Extinguishers
The contractor will be responsible for servicing, repairing, replacement of components (where required), system performance test and statutory tests/inspections (where required) of the fire extinguishers in accordance with SANS1475.

Fire Hose Reel
The contractor will be responsible for servicing, repairing, replacement of components (where required), system performance test and statutory tests/inspections (where required)) of the firehose reels; comprising of but not limited to: mounting bracket, hose and guide arm, hose reel, nozzle and nozzle lock, main valve including pipeline from the main supply, signage, etc.

Hydrant System
The contractor will be responsible for servicing, repairing, replacement of components (where required), system performance test and statutory tests/inspections (where required) of the hydrant system; comprising of but not limited to: hydrant valve and coupling, valve including pipeline from the main supply, etc.

Fire detection and suppression systems
The contractor will be responsible for servicing, repairing, replacement of components (where required), system performance test and statutory tests/inspections (where required) of the fire detection system, smoke detectors, gas fire suppression, sounders, system and control panels in accordance with SANS 10139.

Booster pump station
The contractor will be responsible for servicing, repairing, replacement of components (where required), system performance test and statutory tests/inspections (where required)) of the booster pump station, diesel engine, pumps, electrical motors and control panels in accordance with SANS 10287.

Roof Ventilators
The contractor will be responsible for servicing, repairing, replacement of components (where required), system performance test and statutory tests/inspections (where required) of the roof ventilators (fusible link/mechanical/pneumatic/Tornado or equivalent)

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Fire Escape Equipment
The contractor will be responsible for servicing, repairing, replacement of components (where required), system performance test and statutory tests/inspections (where required) of the fire escape equipment (door break glass, sounders, signage, door closer, fire escape ladders, etc.)

Extent of the works
The Contractor will be fully responsible for meeting all requirements in this document regarding the Works.

For each piece of equipment, all work will be carried out to standards as required by the Original Equipment Manufacturer (OEM) as well as any applicable governing law and/or regulations. Where OEM standards differ from those required by this document the more stringent requirement shall apply. The Contractor will be fully responsible for obtaining (and keeping up to date with) said requirements.

The Contractor will be responsible for providing staff which are sufficiently skilled and qualified for successful execution of the works. The Contractor shall comply with the Minimum Staffing Schedule always – as stipulated in the Annexes. This may be amended by mutual arrangement between ACSA and the Contractor from time to time.

The Contractor shall always remain responsible to ensure that the compliment and maintenance regime is sufficient to maintain the service levels and system performance indicators as stipulated in the Annexes. Should the Contractor not be able to maintain adequate system performance indicators due to constraints caused by the Employer, it shall be timeously reported, in writing, to the Contract Manager. Refer to the Annexes for the required system performance indicators.

The Contractor will ensure that his/her staff compliment is of a sufficient quantity to allow for uninterrupted supply of labour in the event of his/her staff taking sick leave, paid leave and will allow for all staff related eventualities.

The Contractor shall continuously ensure that all staff is suitable, able and competent for the duties required of them. The Contractor shall continuously ensure that all staff is knowledgeable and trustworthy to perform maintenance activities/procedures for the Works. The Contractor shall further ensure that any staff member reasonably suspected of partaking in criminal activities is immediately removed from site and his permit returned to and/or cancelled at the ACSA Permit Office.

All work shall be performed within the required Response Times – as stipulated in the Annexes. Any breakdown impacting on operations shall be attended-to until restored to good reliable condition. No breakdown may be left unattended or incomplete for the next day or shift. All repair work shall carry a defect free guaranteed for a period of 3 months after completion of work.

All work shall be charged according to the Activity Schedule. However, no labour shall be charged for any non-scheduled work, repair work or other work when carried out by a scheduled maintenance shift.

All spares will be charged according to the Activity Schedule. The Contractor shall ensure that replacement parts are effectively managed and disposed-off in a safe manner.

The Contractor will be responsible for holding all tools and/or special equipment that might be required for the execution of the works, either on site or on their premises in order to comply with the Response Time requirements of this contract. Any exclusion to the above should be clearly communicated in the returnable schedules when submitting the tender.

The Contractor shall ensure that, unless a special arrangement is made with the Service Manager, all senior staff members and maintenance support staff is always immediately reachable via cell phone.

The Contractor shall ensure that all maintenance staff are issued with uniforms that will comply with a minimum requirement as agreed with the Service Manager from time to time. Current airport requirements are: safety shoes, work suit and a uniquely numbered reflective jacket (for easy identification via CCTV).

Location of the works
The Works are located at Chief Dawid Stuurman International Airport. Refer to Annex A (schedule of equipment).

PROCUREMENT

Preferential procurement procedures
Requirements

The Contractor will respect OEM warrantees to ACSA always when procuring spare parts, products or 3rd party services. It will be the Contractor's sole responsibility to ensure that OEM warranty requirements are adhered to always.

Where Contractors use or quote on spare parts of a lower quality than recommended by the OEM, or parts not recommended by the OEM, this shall be clearly indicated to the Service Manager on the quotation. This also implies that the Contractor must build relationships with the various key OEM's.

The Contractor must adhere to all airport requirements regarding fire, health and safety when procuring replacement parts.

No casual labour (i.e. "off the street" labour) may be employed by the Contractor unless pre-arranged with ACSA. Whenever this is required, the Contractor shall come to a suitable arrangement with ACSA regarding sourcing and screening of such individuals.

Subcontracting
No part of this Contract may be subcontracted unless with written approval from ACSA. ACSA shall be under no obligation to grant such approval. Should any part of this Contract be subcontracted, the Contractor will be responsible for all Works (or failure to affect the Works) as if it was done so by the Contractor.

MANAGEMENT

Management of the works
Particular / generic specifications
All work shall conform to SANS 10400-part T, SANS 1475, SANS 10139, SANS 10287 and SANS 246 as a minimum, OHS ACT regulations and all other legislation that might be relevant to this Contract and the execution thereof.

All work shall be carried out in accordance with prevailing industry norms and best practice and will always comply with OEM requirements.

Planning and programming
All maintenance work shall be scheduled, and a roster presented to the Service Manager at the end of the preceding month. Work shall be scheduled in a manner as not to interfere with any normal airport operations.

Normal airport operational hours shall be:
Chief Dawid Stuurman International Airport: Mon-Fri and Sun 05H00 – 22H00; Sat 06H00 – 19H00

Normal working Hours shall be 07H00-17H00

As a **minimum** requirement, the Contractor shall roster **scheduled** preventative maintenance activities.

Maintenance teams will attend to scheduled preventative maintenance, non-scheduled maintenance and breakdown maintenance. The Contractor must ensure that no scheduled maintenance work is carried over to the following week.

All Preventative Maintenance shall be scheduled, at least, to the requirements of the annexures (The Contractor must ensure that sufficient allowances for all these items are made with his/her pricing in the Activity Schedule.)

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Methods and procedures
The Contractor must accept and respect the fact that the Airport is continuously undergoing construction and improvement and that a variety of stakeholders are involved in ACSA's business. Therefore, within reason and with prior arrangement with the Contractor, ACSA might require the following from time to time:

- Assisting with emergency repairs on
- Assisting with airport operations Re-scheduling of work to accommodate other contractors
- Allowing access and aiding OEM suppliers to correct defects on equipment and/or systems
- Pointing out services to consultants or other contractors
- Providing access to other contractors
- Attending co-ordination and planning meetings
- Removing rubble and/or equipment from site relating to this contract
- Training of ACSA operators and/or technicians
- Providing of system data and/or statistics to ACSA
- Recommending improvements on maintenance procedures
- Recommending improvements on operational procedures
- Co-operating with ACSA Security relating to security issues

The ACSA Service Manager may instruct operational and works procedures to the Contractor as might be required from time to time. The Contractor will instruct his/her staff accordingly and implement measures to ensure that these procedures are strictly adhered to.

Quality plans and control
All work must be executed in accordance with prevailing industry norms and standards relating to quality. In this regard, the Contractor will be expected to draft quality plans for the Service Manager from time to time. Emphasis must be on improving system reliability and on ensuring that rostered maintenance work is indeed performed as and when required.

Environment
The Contractor will keep noise and dust levels to a minimum. At no time, shall his/her work result in nuisance, interference or danger to the public or any other person working at the Airport.

At no time, shall the Contractor:
- allow any pollutive or toxic substance to be released into the air or storm water systems
- interfere with, or put at risk, the functionality of any system or service
- cause a fire or safety hazard

Format of communications
Work instructions, daily check sheets, monthly maintenance reports, breakdown reports, exception reports, etc. will all be in a format as agreed with the Service Manager.

Key personnel
A schedule of key personnel to this Contract (as per the Schedules) will be provided to the Service Manager at commencement of this Contract. This will, as a minimum, include all persons from technician level to management level. For the full duration of this Contract, none of these persons will be replaced by a person of lesser ability or qualification. All on-site staff leaves shall be reported and agreed with the Service Manager.

Management meetings
The Contractor will be expected to attend meetings relating to maintenance, operations, contract management and other issues that may arise from time to time. As far as is practicable, the Contractor will make all required persons available for these meetings. The Contractor shall not submit claims for payment for staff attending any of these

The meeting shall be site specific. The medium in which the meetings will be conducted will be discussed with the site-specific Service Manager on contract commencement.

Electronic payments
The Contractor should arrange with ACSA's finance department for making all payments electronically.

Daily records
The Contractor shall keep accurate daily records of staff attendance, maintenance work, safety inspections and exception reports. Records shall be available for scrutiny by the Service Manager at any time. All records shall be in a format as agreed with the Service Manager.

Monthly reports
When invoicing, the Contractor shall ensure that all required reports for the corresponding month are attached to the monthly invoice. This will include monthly reports on:

1. system availability (averaged per week)
2. maintenance work (including % of scheduled maintenance work completed)
3. maintenance plan for the next month
4. Asset register up to date including equipment data
5. Outstanding maintenance issues

The contractor shall keep copies of all reports and records for at least 3 years. All reports shall be in a format as agreed with the Service Manager from time to time.

Permits
The Contractor shall not be compensated for costs relating to ACSA required permits, or for labour/time spent in obtaining it. An allowance must be made in the Activity Schedule in this regard.

The Contractor must ensure that he/she is, always, familiar with ACSA's safety and security requirements relating to permits for no work to be delayed as a result thereof. This will include the permit application process.

Note that (within reason) the Contractor will have no claim against ACSA if a permit request is refused.

The following table is not all inclusive, but is provided for illustration purposes:

Permit	Required by/for	Department
AVOP – Airside Vehicle Operator permit	All drivers of vehicles on airside	ACSA Safety
Airside Vehicle Permit	All vehicles that enter airside	ACSA Safety
Basement Parking permit	All vehicles allowed to enter the delivery basement	ACSA Parking
Personal permit	All persons employed on the airport	ACSA Security
Cell phone permit	All persons taking cell phones to airside	ACSA Security
Lap top permit	All persons taking lap top computers to airside	ACSA Security
Camera permit	All persons taking cameras or camera equipment to airside	ACSA Security
Hot Works Permit	All welding and/metal cutting work	ACSA Safety

Proof of having attended the airside induction training course is required for all personal permit applications. Persons applying for an AVOP must provide proof of having attended an AVOP course. Fees are levied for these courses. Fees are further levied for all permit renewals and refresher courses - where applicable.

Proof of compliance with the law
The Service Manager may at any time request from the Contractor reasonable proof that the Contractor is in compliance with a law or regulation.

Insurance provided by the employer
Refer to General Conditions of Contract

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Health and safety
Health and safety requirements and procedures. To include a separate attachment
The Service Manager shall be entitled to fine the Contractor an amount of R2000.00 for each non-conformance to Health and Safety matters. This shall not transfer any of the Contractor's responsibilities in this regard to the Employer by any means.

The Contractor shall be fully responsible for compliance to the Occupational Health and Safety Act for all persons, equipment and installations relating to this Contract. The Contractor is expected to sign the undertaking in this regard as attached in the annexes.

It shall be the Contractor's responsibility to ensure that all relevant labour and safety legislation is adhered to in rostering staff.

All persons on company premises shall obey all health and safety rules, procedures and practices. NO SMOKING signs and the prohibition of the carrying of smoking materials in designated areas shall always be obeyed. A copy of the Safety Rules booklet is available on request from the ACSA Safety Department.

All the applicable requirements of the Occupational Health and Safety Act (1993) and Regulations and any amendments thereto, shall be met. Where the OHS Act prescribes certification of competency of persons performing certain tasks, proof of such certification shall be provided to the Service Manager.

The contractor's Workmen's Compensation fees must be up to date. A copy of the Contractor's WCA registration shall be produced on request.

The following areas in the company are declared as "HOT WORKS PERMIT" areas:

All airside areas

All basement areas

All areas accessible to the public

All enclosed areas

The terminal building

Any process in the above-mentioned areas involving open flames, sparks, or heat shall be authorised by the issue of a permit to work - obtainable from the ACSA Safety department. Any work done under the protection of a permit to work shall be in strict compliance with every prescription regarding the permit.

Safety equipment shall be used where applicable (e.g. safety, goggles, boots, harness, etc.) The Contractor, at his/her own expense shall provide such equipment, for his/her employees. The Contractor shall apply the necessary discipline and control to ensure compliance by his workers.

All Contractors must ensure that his/her employees are familiar with the existing emergency procedures and must co-operate in any drills or exercises, which might be held. Emergency / fire equipment and extinguishers shall not be obstructed at any time

No person shall perform an unsafe / unhygienic act or operation whilst on Company premises.

No unsafe/dangerous equipment or tools may be brought onto or used on Company premises. The Company reserves the right to inspect all equipment/tools at any time and to prevent/prohibit their use, without any penalty to the Company and without affecting the terms of the Contract in any way.

The Company reserves the right to act in any way to ensure the safety/security of any persons, equipment or goods on its premises and will not be liable for any costs or loss evoked by the action. This includes the right to search all vehicles and persons entering, leaving or on the premises and to inspect any parcel, package, handbag and pockets. Persons who are not willing to permit such searches may not bring any such items or vehicles onto the premises.

The Contractor shall maintain good housekeeping standards in the area where he is working for the duration of the contract.

At no time, must the Contractor interfere with, or put at risk, the functionality of any Sprinklers and/or fire prevention system. Care must also be taken to prevent fire hazards.

The Contractor is required to issue all staff with standard uniforms. This shall as a minimum include: safety shoes, overalls (clearly marked with Contractor's company logo) and numbered reflective jackets (as per Airport requirements). All costs relating to uniforms shall be for the Contractor's account.

Cell phones and two-way radios
Use of cell phones on airside is **not** permitted unless the user is in possession of an appropriate Airport permit for the device. Cell phone permit issuing authority lies with the ACSA Security department.

The Contractor will **not** be allowed to use two-way radios at the Airport unless these radios are of the type, model and frequency range as approved by the ACSA IT department.

Protection of the public
The Contractor shall take special care in order not to harm or endanger the public in any way. Work shall be sufficiently hoarded and guarded to safeguard children and the general public from injury relating to machinery, work or other.

Barricades and lighting
Where hoarding, barricades or lighting is required in the execution of the Works, the Contractor shall provide same at his/her own expense. Hoarding, barricades and lighting shall comply with industry accepted norms and standards and may not be used for purposes of advertising or any other purpose than safeguarding the Works.

ANNEXES to C3 (Service information)

Title	Annex number
Schedule of Equipment	Annex A
Service Level Agreement	Annex B
OHS Act Appointment by Contractor	Annex C
Environmental Terms and Conditions	Annex D
Schedule of Tools and Special Equipment	Annex E
Contract start-up proposal	Annex F
Resource proposal	Annex G
Suggested Maintenance Programme	Annex H

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ANNEX A

SCHEDULE OF EQUIPMENT

Chief Dawid Stuurman International Airport

Fire Extinguishers		
Item	**Unit Type**	**Location**
1	5kg CO2	Aero Park Building A 1st Floor
2	5kg CO2	Aero Park Building A 1st Floor
3	5kg CO2	Aero Park Building A 1st Floor
4	5kg CO2	Aero Park Building A Ground Floor
5	5kg CO2	Aero Park Building A Ground Floor
6	5kg CO2	Aero Park Building A Ground Floor
7	5kg CO2	Aero Park Building B 1st Floor
8	5kg CO2	Aero Park Building B 1st Floor
9	5kg CO2	Aero Park Building B 1st Floor
10	5kg CO2	Aero Park Building B Ground Floor
11	5kg CO2	Aero Park Building B Ground Floor
12	5kg CO2	Aero Park Building B Ground Floor
13	9kg DCP	Police Office Entrance
14	5kg CO2	Outside Southern Reservations
15	4.5kg DCP	SARS Office
16	4.5kg DCP	Next to Information Desk
17	5kg CO2	Next to Visitor Information Centre
18	4.5kg DCP	Baggage Reclaim
19	4.5kg DCP	Baggage Reclaim
20	4.5kg DCP	Baggage Reclaim
21	4.5kg DCP	Baggage Reclaim
22	4.5kg DCP	Baggage Reclaim
23	4.5kg DCP	Baggage Reclaim
24	4.5kg DCP	Baggage Reclaim
25	4.5kg DCP	Outside B.A Baggage Enquiries
26	4.5kg DCP	Sweet Treat Shop
27	4.5kg DCP	Cosmic Candy Shop
28	4.5kg DCP	Momentos of Africa
29	4.5kg DCP	Primi Café
30	2kg CO2	Primi Café

Item	Unit Type	Location
119	5kg CO2	Fire Truck FT 3
120	6.8kg CO2	Fire Truck FT 3
121	5kg CO2	Firetruck R3
122	5kg CO2	Firetruck R3
123	9kg DCP	Firetruck R3
124	5kg CO2	Fire Station Spare (Fire Truck R1)
125	4.5kg DCP	Firestation Spare
126	5kg CO2	Site Conre Room Upstairs
127	4.5kg DCP	Firestation Spare
128	9kg DCP	Fire Station Spare
129	9kg DCP	Fire Station Spare
130	9kg DCP	Fire Station Spare
131	5kg CO2	Fire Station Spare
132	5kg CO2	Fire Station Spare
133	5kg CO2	Fire Station Spare
134	4.5kg DCP	Firestation Spare
135	5kg CO2	Fire Station Spare
136	9kg DCP	Fire Station Spare
137	5kg CO2	Mango Airlines Baggage Assistant
138	4.5kg CO2	Electrical Workshop
139	5kg CO2	Sub 08 Inside
140	5kg CO2	Basement Aircon Room
141	1.5kg DCP	Firestation Spare
142	4.5kg DCP	Firestation Spare
143	1.5kg DCP	Firestation Spare Bakkie
144	1.5kg DCP	Firestation Spare
145	4.5kg CO2	ACSA Roof
146	2.5kg DCP	Bidvest Staff Office
147	1.5kg DCP	Firestation Patrol Car
148	4.5kg DCP	Pump house
149	1.5kg DCP	Toyota Bakkie FTL 610 EC

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31	4.5kg DCP	Outside Firearm Reclaim
32	4.5kg DCP	Outside Keys Office
33	5kg CO2	Keys Office
34	4.5kg DCP	Keys Office Kitchen
35	4.5kg DCP	Sneakers
36	9kg DCP	Mango Office
37	5kg CO2	Mango Office
38	5kg CO2	S.A.A Star Alliance Office
39	4.5kg DCP	Airline Office Passage
40	4.5kg DCP	Airline Office Passage
41	4.5kg DCP	Outside B.A Admin Office
42	5kg CO2	Inside B.A Admin Office
43	9kg DCP	Inside B.A Admin Office
44	5kg CO2	Outside Weather Office
45	4.5kg DCP	Inside Weather Office
46	4.5kg DCP	Inside Weather Office
47	9kg DCP	Outside Kalula.com Ticket Office
48	4.5kg DCP	B.A Ticket Office (Sales)
49	5kg CO2	B.A Ticket Office (Sales)
50	5kg CO2	B.A Ticket Counter
51	5kg CO2	1time Ticket Counter
52	5kg CO2	S.A.A Ticket Counter
53	4.5kg DCP	Outside Wimpy
54	4.5kg DCP	Inside Wimpy Back Kitchen
55	4.5kg DCP	Wimpy Back Kitchen
56	4.5kg DCP	Mile High Pub
57	4.5kg DCP	ACSA VIP Lounge 1
58	5kg CO2	Outside VIP Lounge 1
59	4.5kg DCP	Outside Hanger 1
60	2.5kg DCP	Permit Office
61	4.5kg DCP	Next To Boarding Gate 1
62	4.5kg DCP	Opposite Boarding Gate 2
63	4.5kg DCP	Mugg & Bean Café
64	4.5kg DCP	Opposite Boarding Gate 4
65	4.5kg DCP	Opposite Boarding Gate 5
150	2.5kg DCP	Boarding Office
151	9kg DCP	Truck R2
152	4.5kg CO2	Entrance Gate Office
153	5kg CO2	Office Workshop
154	5kg CO2	Entrance Office
155	5kg CO2	Boardroom
156	5kg CO2	Outside Boardroom
157	5kg CO2	Main Sub H.VIL.Y Rom
158	5kg CO2	Weather Room Store
159	2.5kg DCP	Golf Car
160	9kg DCP	Truck R1
161	9kg DCP	Truck R1
162	2.5kg DCP	Truck R1
163	5kg CO2	Truck R1
164	5kg CO2	Truck R1
165	5kg CO2	Emergency Control Room
166	4.5kg DCP	Aero Parking Building Security
167	5kg CO2	LV Room New Substation
168	4.5kg DCP	Maintenance Staff Room
169	4.5kg CO2	Fire Station
170	5kg CO2	Substation Basement
171	5kg CO2	Basement Outside Substation
172	5kg CO2	Basement Outside Substation
173	5kg CO2	Basement Outside Substation
174	2kg CO2	Boarding Office

Fire Hydrants

Item	Unit Type	Quantity	Location
1	Fire Hydrant	1	Main Security Access
2	Fire Hydrant	1	Opposite Airlink Cargo
3	Fire Hydrant	2	Front of Algoa Flying Club
4	Fire Hydrant	2	Opposite Aramex
5	Fire Hydrant	1	Behind the Hangar / Engen Garage
6	Fire Hydrant	2	Entrance ATNS

66	5kg CO2	Toilet Passage Opposite Boarding Gate 6
67	4.5kg DCP	Opposite Boarding Gate 6
68	4.5kg DCP	1st Floor Opposite Baobab Lounge
69	4.5kg DCP	1st Floor Opposite Baobab Lounge
70	5kg CO2	Boabab Premier Outside Kitchen
71	5kg CO2	Boabab Premier Lounge Smokers Area
72	2kg CO2	Bidvest Premier Lounge Reception
73	4.5kg DCP	Bidvest Premier Lounge Kitchen
74	4.5kg DCP	Bidvest Premier Lounge Smoking Are
75	4.5kg DCP	Bidvest Premier Lounge
76	4.5kg DCP	Passage Outside Bidvest Premier Lounge
77	4.5kg DCP	Room 164 Opposite Bidvest Premier Lounge
78	4.5kg DCP	Room 164 VIP Double Door 1
79	4.5kg DCP	Room 164 VIP Double Door 1
80	4.5kg DCP	Room 164 ACSA VIP Lounge 2
81	4.5kg CO2	Main gate Security
82	9kg DCP	Main gate Security
83	6.8kg CO2	Fire Station Entrance
84	5kg CO2	Fire station Watch room top Of Staircase
85	9kg DCP	Forestation Ablution Facility
86	5kg CO2	Forestation H.O.DICFS Room
87	2.27kg CO2	Forestation Tool and Oil Store
88	5kg CO2	Medical Room
89	5kg CO2	Outside Archive & accident Site Store
90	9kg DCP	Waste Yard
91	9kg DCP	Basement
92	5kg CO2	Basement
93	5kg CO2	Basement
94	5kg CO2	Basement Terminal Sub H.T
95	5kg CO2	Basement Terminal Sub Transformers
96	5kg CO2	Basement Terminal Sub H.T
97	4.5kg CO2	Basement ACSA Core room 1 Outside
98	5kg CO2	Basement
99	5kg CO2	Basement

7	Fire Hydrant	2	Across Road ATNS
8	Fire Hydrant	2	Across Arrivals Exit/ Taxi Parking
9	Fire Hydrant	2	Woodford Car Rentals
10	Fire Hydrant	2	Europcar
11	Fire Hydrant	2	Bidvest Car Rental
12	Fire Hydrant	2	Aptrac Aviation
13	Fire Hydrant	2	Sheltam Aviation
14	Fire Hydrant	2	Helicopter Charter
15	Fire Hydrant	2	08 Sub
16	Fire Hydrant	2	Outside Shell Aviation
17	Fire Hydrant	2	Inside Shell Aviation Yard
18	Fire Hydrant	2	Front of ATNS Airside
19	Fire Hydrant	2	Arrivals Airside
20	Fire Hydrant	2	Departures Airside
21	Fire Hydrant	2	Outside Fire Department
22	Fire Hydrant	2	Outside Fire Department

Hose Reel		
Item	**Make / Serial**	**Location**
1	Hose Reel	Aero Park Building A 1st Floor
2	Hose Reel	Aero Park Building A Ground Floor
3	Hose Reel	Aero Park Building B 1st Floor
4	Hose Reel	Aero Park Building B Ground Floor
5	Hose Reel	Baggage Reclaim
6	Hose Reel	Baggage Reclaim
7	Hose Reel	Baggage Reclaim
8	Hose Reel	Next To Vodacom
9	Hose Reel	Back Entrance of Weather Office
10	Hose Reel	Outside Kalula.com Ticket Office
11	Hose Reel	Opposite Ticket Counter
12	Hose Reel	Outside Wimpy
13	Hose Reel	ACSA VIP Lounge 1
14	Hose Reel	1st Floor Opposite Baobab Lounge
15	Hose Reel	Basement

100	5kg CO2	Basement
101	5kg CO2	Basement
102	4.5kg DCP	Smoking Area Next To Basement
103	2kg CO2	Behind ATNS Wall next to Runway
104	6.8kg CO2	Outside Standby Plant Room
105	6.8kg CO2	Main Sub H.VIL.Y Rom
106	6.8kg CO2	Outside Main Sub H.VIL.Y Room
107	6.8kg CO2	Outside Transformer Room
108	4.5kg CO2	Inside Substation 08
109	5kg CO2	Inside Substation 08
110	5kg CO2	Vortac Sub
111	5kg CO2	Transmitter Sub
112	4.5kg CO2	Avis Car Rental
113	5kg CO2	Herts Car Rental
114	4.5kg DCP	Avis Car Rental
115	4.5kg DCP	Avis Car Rental
116	9kg DCP	Fire truck R1
117	5kg CO2	Fire truck R1

16	Hose Reel	Basement
17	Hose Reel	Basement
18	Hose Reel	Behind Budget Car Rental
19	Hose Reel	Outside Bidair Cargo
20	Hose Reel	Outside Berco Express/Arame
21	Hose Reel	Outside International Freight Forwarders
22	Hose Reel	Outside TNT
23	Hose Reel	Fire Station Spare

Trolleys		
Item	**Unit Type**	**Location**
1	50kg Trolley	Fire truck FT1 - Inside Truck
2	50kg Trolley	Fire truck FT3 - Inside Truck
3	50kg Trolley	Fire Truck FT 3 - Inside Truck
4	2 x Trolley	Truck R1

Fire Blanket		
Item	**Unit Type**	**Location**
1	Fire Blanket	Bidvest Premier

Booster Pump Station - PLZ

Item	Description	Quantity	Location
1	Electrical Motor Pumps Set	2	Booster Pump House
2	Jockey Pump	1	Booster Pump House
3	Valves	8	Booster Pump House
4	Diesel Pump Set		Booster Pump House
5	Control System	1	Booster Pump House

Note: Actual quantities and specifications to be verified during the site visit

Note: Physical verification and quantifying to be done during site inspection for CDSIA.

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ANNEX B

SERVICE LEVEL AGREEMENT

Operational hours
Normal airport operational hours shall be as detailed below for the year but will be confirmed/amended by the Service Manager from time to time. The Contractor must allow for sufficient after-hours work for scheduled work not to interfere with airport operations.

Normal airport operational hours shall be
Chief Dawid Stuurman International Airport: Mon-Fri and Sun 05H00 – 22H00; Sat 06H00 – 19H00
Normal Working Hours shall be 07H00 – 17H00

Minimum Staffing Schedule
The Contractor shall continuously ensure that all staff is suitable, able and competent for the duties required of them. Staff must have mechanical/electrical experience related to the scope of work. The Contractor shall continuously ensure that all staff is knowledgeable on all equipment relating to fire systems.

Detail requirements regarding staff
The Contractor shall continuously ensure that all staff is suitable, able and competent for the duties required of them. Staff must have mechanical experience. The Contractor shall continuously ensure that all staff is knowledgeable on all equipment relating to the Fire suppression and detection systems.

For all staff and senior personnel dedicated to this contract, the following must be submitted in detail:
- ❑ **Full Names**
- ❑ **Proof of qualifications and work experience on maintaining similar equipment system.**

Minimum qualifications of staff
SITE MANAGER
- At least an N2 in mechanical or electrical engineering (or OEM qualification related to the scope of this contract)
- The ability to conduct investigations and supervise/ manage a maintenance team
- The ability to prepare comprehensive reports, sign off all maintenance records and verify that the systems are safe and fit for use on monthly basis
- At least 5 years working experience in fire detection and suppression systems
- Representative for the Contractor regarding: attendance of scheduled meetings with Service Manager / Employer's stakeholders, contract management, preparing and submission of monthly reports/incident reports to the Service Manager.

TECHNICIAN / ARITISAN
- At least N2 Certificate in Mechanical or Electrical engineering (or OEM qualification related to the scope of this contract)
- Registered SAQCC (Level 3) Technician
- Must be in permanent employ of the company
- The ability to prepare comprehensive reports, sign off all maintenance records and verify that the systems are safe and fit for use on monthly basis
- At least 3 years working experience in fire detection and suppression systems

TECHNICIAN'S ASSISTANT
- Must be in permanent employ of the company
- Properly trained in category of work that he is required to perform
- Properly trained and have experience working in fire system.

The Contractor must maintain the following **minimum** staff available when required and should price accordingly:

Skill	Quantity	Frequency
Site Manager	1	When required
Field Engineer	1	When required
OEM Specialist	1	When required
Technician/Artisan	1	Planned and Unplanned Maintenance
Technician's Assistant	1	Planned and Unplanned Maintenance

The Contractor must have additional resources available to attend to lengthy breakdowns or breakdowns of a specialised nature.

It shall be the Contractor's responsibility to ensure that all relevant labour and safety legislation is adhered to in rostering staff.

The Contractor shall schedule staff to complete the preventative maintenance schedule accordingly. The Tenderer must ensure that sufficient allowance for all these items is made for in his/her pricing in the Activity Schedule.

Response Times

Description	Benchmark
Availability	Notwithstanding the closure time required for breakdowns requiring spare part(s) or a second level of response; ➢ Fire systems availability shall be kept at or above 99.99% overall per month.
Response time	All breakdowns shall be responded to within: ➢ 24hrs from the time the Contractor is notified of the breakdown - during normal working hours and after hours
Closure Duration	All breakdowns shall be resolved within: ➢ 45min hours from the time the Contractor arrives on site – during normal working hours and afterhours ➢
% of planned maintenance completed per month	100% of all planned maintenance shall be completed per month
Total breakdowns requiring a second level of response (the intervention of a Field Engineer or higher expertise or requirements of spares)	➢ All breakdowns requiring a second level of response shall be resolved within 24 hours (subject to the lead time of required spares) and shall be limited to a total of 3 occurrences per month.

Human resources

The following minimum standards shall apply to resourcing:

1. For all call-outs: Considering current airport access control infrastructure and security arrangements and considering the physical layout of the apron, the Contractor shall ensure a sufficient quantity and effective positioning of staff to meet or exceed the Service Level Agreement.
2. The rostered maintenance staff compliment shall be sufficient to perform all required preventative maintenance for each month.
3. During operational hours, the Contractor shall respond in accordance to the S.L.A to successfully attend to breakdowns.
4. During operational hours, the Contractor shall have at least one senior person who will respond to the call outs who:
    a) Is suitably qualified and experienced to resolve breakdowns and system stoppages.
    b) Is suitably qualified and experienced to work on any electrical control panel.
    c) Is able to successfully interact with OEM personnel.
    d) Is of a level of seniority to successfully direct and manage Contractor staff and possible sub-contractors during system breakdowns and can successfully interact with airport operational staff and airport management.
    e)

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Staff qualifications

It will always remain the Contractor's responsibility to ensure that staff is suitably qualified and experienced for the duties expected of them. Further all applicable legislative requirements must be adhered to in rostering staff.

ACSA reserves the right to verify all personnel employed under this contract. Furthermore, ACSA reserves the right to order that personnel that are not adequately qualified or suited for this contract are removed from the site.

The Contractor must comply and respond to the following:

*Compliance to benchmarks will be calculated on a weekly average except on repairs that will be calculated on a monthly average. The total operational hours for the respective week/month shall be used as a guide. The only exceptions will be stoppages due to mains electricity supply failures and/or where ACSA has refused system repairs and/or adequate access to the site.

Detail on how calls will be dispatched will be discussed on site with the Service Manager as the call dispatch process varies from airport to airport.

*Availability will be calculated on a monthly average. This will include all stoppages, even if such stoppages are not under the Contractor's control. The only exceptions will be stoppages due to mains electricity supply failures and/or where ACSA has refused system repairs and/or adequate access to the site. The total operational hours for the respective week/month shall be used as a measure for calculating availability. All other benchmarks above will be calculated on a weekly average. Reports will be provided by the ACSA Computerised Maintenance Management System.

Defect free liability period

Defect free liability period – corrective or breakdown maintenance	The defect free period will be no less than 90 days.
Defect free liability period – project work	The defect free period will be no less than 12 months.

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Low service damages

Low service damages are limited to a maximum of **25% of the fixed cost /month.**

Service level table

***Low service damage* Description**	**Amount**
Where a repair cannot be completed the same day due to the unavailability of a spare part.	R 2 500.00 (unless the unavailability of the spare part was agreed to by the Service Manager or his/her duly authorised representative)
Leaving a breakdown unattended or incomplete for another day or shift Not meeting call response and closure time SLA.	R 2 000.00 (unless the delay in repair was agreed to by the Service Manager or his/her duly authorised representative or unless the required spares are not available to complete the work)
Safety infringement (for example: leaving moving machinery exposed)	R 5 000.00 per incident
Availability not meeting requirements	R 2 000.00 per month

Continuous Improvement Program
It is hereby required that the Contractor ensures that a continuous improvement program is in place. For example, the criteria below may be used but not only limited to the items mentioned below.

1. An improvement in the availability of systems
2. An improvement on the minimization of spares holding (for example by increasing Mean Time to Failure of components)
3. Etc.

As mentioned above this list is not comprehensive and it is only used for illustrative purposes. Upon implementation of the contract the Employer and the Contractor shall agree targets for the continuous improvement program.

It is important to note that continuous improvement will only apply to those items that meet minimum benchmarks. Continuous improvement initiatives shall be reviewed every quarter or when deemed necessary by the Employer or the Contractor.

MAINTENANCE RECORD SHEETS

When maintenance is performed, record sheets must be completed and signed off by both the Technician and an ACSA representative.

These record sheets must be stored for the duration of the contract and should be available for inspection at any time.

All record sheets, job cards, history reports etc. will stay the property of ACSA and should be available on request. At the end of the contract period a complete set of documentation must be handed over to ACSA.

The contractor shall further provide copies of these record sheets to the ACSA contract manager by the fifth day of every month. **No money will be paid out if record sheets are not handed in.**

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ANNEX C

OCCUPATIONAL HEALTH AND SAFETY AGREEMENT
IN TERMS OF SECTION 37(2) OF THE OCCUPATIONAL HEALTH & SAFETY ACT (ACT 85 Of 1993) & CONSTRUCTION REGULATION 5.1(k)

OBJECTIVES

To assist Airport Company South Africa (ACSA) to comply with the requirements of:

3. The Occupational Health & Safety (Act 85 of 1993) and its regulations and
4. The Compensation for Occupational Injuries & Diseases Act (Act 130 of 1993) also known as the (COID Act).

To this end an Agreement must be concluded before any contractor/ subcontracted work may commence

The parties to this Agreement are:

Name of Organization: AIRPORTS COMPANY SOUTH AFRICA SOC Limited
Physical Address: **24 Johnson Road** **Riverwoods Office Park** **The Maples Building** **Bedfordview** **Johannesburg** **2007**

Hereinafter referred to as "Client"

Name of organisation:
Physical Address:

Hereinafter referred to as "the Mandatary/ Principal Contractor"

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MANDATORY'S MAIN SCOPE OF WORK
To be completed by contractor

GENERAL INFORMATION FORMING PART OF THIS AGREEMENT

10. The Occupational Health & Safety Act comprises of SECTION 1-50 and all un-repealed REGULATIONS promulgated in terms of the former Machinery and Occupational Safety Act No.6 of 1983 as amended as well as other REGULATIONS which may be promulgated in terms of the Act and other relevant Acts pertaining to the job in hand.
11. "Mandatary" is defined as including as agent, a principal contractor or a contractor for work, but WITHOUT DEROGATING FROM HIS/HER STATUS IN HIS/HER RIGHT AS AN EMPLOYER or user of the plant
12. Section 37 of the Occupational Health & Safety Act potentially punishes Employers (PRINCIPAL CONTRACTOR) for unlawful acts or omissions of Mandataries (CONTRACTORS) save where a Written Agreement between the parties has been concluded containing arrangements and procedures to ensure compliance with the said Act BY THE MANDATARY.
13. All documents attached or refer to in the above Agreement form an integral part of the Agreement.
14. To perform in terms of this agreement Mandataries must be familiar and conversant with the relevant provisions of the Occupational Health & Safety Act 85 of 1993 (OHS Act) and applicable Regulations.
15. Mandatories who utilize the services of their own Mandatories (contractors) must conclude a similar Written Agreement with them.
16. Be advised that this Agreement places the onus on the Mandatary to contact the CLIENT in the event of inability to perform as per this Agreement.
17. This Agreement shall be binding for all work the Mandatary undertakes for the client.
18. All documentation as per the Safety checklist including a copy of the written Construction Manager appointment in terms of construction regulation 8, must be submitted 7 days before work commences.

THE UNDERTAKING

The Mandatary undertakes to comply with:

INSURANCE

3. The Mandatary warrants that all their employees and/or their contractor's employees if any are covered in terms of the COID Act, which shall remain in force whilst any such employees are present on the Client's premises. A letter is required prior commencing any work on site confirming that the Principal contractor or contractor is in good standing with the Compensation Fund or Licensed Insurer.

4. The Mandatary warrants that they are in possession of the following insurance cover, which cover shall remain in force whilst they and /or their employees are present on the Client's premises, or which shall remain in force for that duration of their contractual relationship with the Client, whichever period is the longest.

    - Public Liability Insurance Cover as required by the Subcontract Agreement.

    - Any other Insurance cover that will adequately makes provision for any possible losses and/or claims arising from their and /or their Subcontractors and/or their respective employee's acts and/or omissions on the Client's premises.

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COMPLIANCE WITH THE OCCUPATIONAL HEALTH &SAFETY ACT 85 OF 1993

The Mandatary undertakes to ensure that they and/or their subcontractors if any and/or their respective employees will always comply with the following conditions:

1. All work performed by the Mandatary on the Client's premises must be performed under the close supervision of the Mandatary's employees who are to be trained to understand the hazards associated with any work that the Mandatary performs on the Client's premises.
2. The Mandatary shall be assigned the responsibility in terms of Section 16(1) of the OHS Act 85 of 1993, if the Mandatary assigns any duty in terms of Section 16(2), a copy of such written assignment shall immediately be forwarded to the Client.
3. The Mandatary shall ensure that he/she familiarise himself/herself with the requirements of the OHS Act 85 of 1993 and that s/he and his/her employees and any of his subcontractors comply with the requirements.
4. The Mandatary shall ensure that a baseline risk assessment is performed by a competent person before commencement of any work in the Client's premises. A baseline risk assessment document will include identification of hazards and risk, analysis and evaluation of the risks and hazards identified, a documented plan and safe work procedures to mitigate, reduce or control the risks identified, and a monitoring and review plan of the risks and hazards.
5. The Mandatary shall appoint competent persons who shall be trained on any Occupational Health & Safety aspect pertaining to them or to the work that is to be performed.
6. The Mandatary shall ensure that discipline regarding Occupational Health & Safety shall be strictly enforced.
7. Any personal protective equipment required shall be issued by the Mandatary to his/her employees and shall be worn at all times.
8. Written safe working practices/procedures and precautionary measures shall be made available and enforced and all employees shall be made conversant with the contents of these practises.
9. No unsafe equipment/machinery and/or articles shall be used by the Mandatary or contractor on the Client's premises.
10. All incidents/accidents referred to in OHS Act shall be reported by the Mandatary to the Provincial Director: Department of Labour as well as to the Client.
11. No user shall be made by the Mandatary and/or their employees and or their subcontractors of any of the Client's machinery/article/substance/plant/personal protective equipment without prior written approval.
12. The Mandatary shall ensure that work for which the issuing of permit is required shall not be performed prior to the obtaining of a duty completed approved permit.
13. The Mandatary shall ensure that no alcohol or any other intoxicating substance shall be allowed on the Client's premises. Anyone suspected to be under the influence of alcohol or any other intoxicating substance shall not be allowed on the premises. Anyone found on the premises suspected to be under the influence of alcohol or any other intoxicating substance shall be escorted off the said premises immediately.
14. Full participation by the Mandatary shall be given to the employees of the Client if and when they inquire into Occupational Health & Safety.

FURTHER UNDERTAKING

6. Only a duly authorised representative appointed in terms of Section 16.2 of the OHS Act is eligible to sign this agreement on behalf of the Mandatary. The signing power of this representative must be designated in writing by the Chief Executive Officer of the Mandatary. A copy of this letter must be made available to the Client.
7. The Mandatary confirms that he has been informed that he must report to the Client's management, in writing anything he/she deems to be unhealthy and /or unsafe. He has versed his employees in this regard.
8. The Mandatary warrants that he/she shall not endanger the health & safety of the Client's employees and other persons in any way whilst performing work on the Client's premises.
9. The Mandatary understands that no work may commence on the Client's premises until this procedure is duly completed, signed and received by the Client.
10. Non-compliance with any of the above clauses may lead to an immediate cancellation of the contract.

ACCEPTANCE BY MANDATARY

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In terms of section 37(2) of the Occupational Health & Safety Act 85 of 1993 and section 5.1(k) of the Construction Regulations 2014,

I, **…… (Identity Number: ……..),** a duly authorised 16.2 Appointee acting for and on behalf of **……** undertake to ensure that the requirements and the provision of the OHS Act 85 of 1993 and its regulations are complied with.

Mandatary – WCA/ Federated Employers Mutual No…….

Expiry date ……

_____ _____
SIGNATURE ON BEHALF OF MANDATARY **DATE**
(Warrant his authority to sign)

_____ _____
SIGNATURE ON BEHALF OF THE CLIENT **DATE**
AIRPORT COMPANY SOUTH AFRICA

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ANNEX D

ACSA SERVICE & MAINTENANCE CONTRACTORS
ENVIRONMENTAL TERMS AND CONDITIONS TO COMMENCE WORK - EMS 048

The following Environmental Terms and Conditions shall be strictly adhered to by all contractors when conducting works for ACSA. ACSA shall audit contractor activities, products and services on an ad hoc basis to ensure compliance to these environmental conditions. Any pollution clean-up costs shall be borne by the contractor.

ISSUE	REQUIREMENT
Environmental Policy	ACSA's Environmental Policy shall be communicated, comprehended and implemented by all ACSA appointed contractor staff.
Storm water, Soil and Groundwater Pollution	• No solid or liquid material may be permitted to contaminate or potentially contaminate storm water, soil or groundwater resources. • Any pollution that risks contamination of these resources must be cleaned-up immediately. Spills must be reported to ACSA immediately. Contractors shall supply their own suitable clean-up materials where required. • Washing, maintenance and refuelling of equipment shall only be allowed in designated service areas on ACSA property. It is the contractor's responsibility to determine the location of these areas. • No leaking equipment or vehicles shall be permitted on the airport.
Air Pollution	• Dust: Dust resulting from work activities that could cause a nuisance to employees or the public shall be kept to a minimum. • Odours and emissions: All practical measures shall be taken to reduce unpleasant odours and emissions generated from work related activities. • Fires: No open fires shall be permitted on site.
Noise Pollution	• All reasonable measures shall be taken to minimize noise generated on site due to work operations. • The Contractor shall comply with the applicable regulations regarding noise.
Waste Management	• Waste shall be separated as general or hazardous waste. • General and hazardous waste shall be disposed of appropriately at a permitted landfill site should recycling or re-use of waste not be feasible. • Under no circumstances shall solid or liquid waste be dumped, buried or burnt. • Contractors shall maintain a tidy, litter free environment always in their work area. • Contractors must keep on file: 1. The name of the contracting waste company 2. Waste disposal site used 3. Monthly reports on quantities – separated into general, hazardous and recycled 4. Maintained file of all Waste Manifest Documents and Certificates of Safe Disposal 5. Copy of waste permit for disposal site This information must be available during audits and inspections.
Handling & Storage of Hazardous Chemical	• All HCS shall be clearly labelled, stored and handled in accordance to Materials Safety Data Sheets. • Materials Safety Data Sheets shall be stored with all HCS. • All spillages of HCS must be cleaned-up immediately and disposed of as hazardous waste. (HCS spillages must be reported to ACSA immediately).

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Substances (HCS)	• All contractors shall be adequately informed with regards to the handling and storage of hazardous substances. • Contractors shall comply with all relevant national, regional and local legislation regarding the transport, storage, use and disposal of hazardous substances.
Water and Energy Consumption	ACSA promotes the conservation of water and energy resources. The contractor shall identify and manage those work activities that may result in water and energy wastage.
Training & Awareness	The conditions outlined in this permit shall be communicated to all contractors and their employees prior to commencing works at the airport.

Penalties

Penalties shall be imposed by ACSA on Contractors who are found to be infringing these requirements and/or legislation. The Contractor shall be advised in writing of the nature of the infringement and the amount of the penalty. The Contractor shall take the necessary steps (e.g. training/remediation) to prevent a recurrence of the infringement and shall advise ACSA accordingly.
The Contractor is also advised that the imposition of penalties does not replace any legal proceedings, the Council, authorities, land owners and/or members of the public may institute against the Contractor.

Penalties shall be between R200 and R20 000, depending upon the severity of the infringement. The decision on how much to impose will be made by ACSA's Airport Environmental Management Representative in consultation with the Airport Manager or his/her designate and will be final. In addition to the penalty, the Contractor shall be required to make good any damage caused due to the infringement at his/her own expense.

I, ... of ..... agree to the above conditions and acknowledge ACSA's right to impose penalties should I or any of my employees or sub-contractors fail to comply with these conditions.

Signed: _____ on this date: _____ (dd/mm/yyyy)

at: .....

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ANNEX E

TOOLS AND SPECIAL EQUIPMENT

The Contractor shall have **all** Tools and Special Equipment, necessary for the execution of the works, either on site or readily available at his/her premises. The principle that applies to Tools and Special Equipment is that downtime must be kept to an absolute minimum. Any **exclusion** to the above should be listed with the lead-time required to deliver same to site.

Number	Item description	Lead time
1		
2		
3		
4		
5		
6		
7		

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ANNEX F

RESOURCE PROPOSAL

The Contractor shall include a detailed resource proposal (including an organogram for on-site personnel) at the bidding stage. This shall, as a minimum, include the quantity of staff (regarding level of skill and formal training of each) and how/where they will be deployed and utilised under this contract. This must also include a proposed shift roster and deployment schedule.

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ANNEX H

SUGGESTED MAINTENANCE PROGRAMME

The Contractor shall include a suggested maintenance programme that must attempt to cover all requirements under this contract.

Contractor is to ensure that the proposed maintenance programme agrees with the OEM maintenance recommendations.

As a minimum and where applicable, the Contractor must perform the following:
All Preventive Maintenance shall be scheduled, at least, to the requirements of the following table. The contractor shall ensure that all maintenance is done in accordance to the OEM requirements, SANS 10400 part T, SANS 1475, SANS 10139, SANS 10287 and SANS 246, OHS ACT regulations and all other legislation that might be relevant to this Contract and the execution thereof.

Maintenance Schedule for Fire Systems

Fire Hydrant System	
Item	**Monthly Maintenance Task**
1	Check condition of Hydrant and replace or paint
2	Check for leaks on valve and replace or repair if necessary
3	Check hose couplers, and repair when necessary

Fire extinguishers
Preform test as per SANS 1475 requirement

Fire Suppression System	
Item	**Monthly Maintenance Task**
1	Check and clean all gas control units
2	Check if GCU are in working order
3	Check that all GCU are in working order, securely in position
4	Check all GCU protection covers condition and all fixations are secured
5	Disconnect all cylinders and do a complete test on the system. Ensure blankets roll down and ventilation system shut off
6	Check all valves are in open position
7	Check that are rolled up, in good condition and remove any dust
8	Check and if opening found through walls or doors, take action to rectify
9	Servicing of the cylinders and cartridges shall be done in accordance with SANS 1475 part 1 and 2
10	Weigh all cylinders and record weight (only bi-annual)

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Fire Detection System	
Item	**Monthly Maintenance Task**
1	Check if all Radios are in working order and clean out all radio panel
2	Check if all radio signals are going through
3	Make sure that the panel exterior is clean by lightly polishing with a dry cloth
4	Clean exterior and check general condition of control panel
5	Ensure legends and labels are correct and in place and legible
6	Clean and test lamps
7	Visually inspect interior for ingress of moisture or deterioration and checking wiring and connections
8	Check operations of key and keypad
9	Check power supply failure by disconnecting the main supply
10	Check electrical connections and relays and ensure they are in good condition and functional
11	Ensure warning and information notices are displayed and legible on Detectors
12	Check that all contacts and magnets are aligned and that all magnets are secure and free of corrosion on doors
13	Release all door open by automatic release mechanism by simulation of alarm conditions
14	Check and Record the operation of the fail and safe mechanisms by simulating failure main power supply
15	Check that doors operate a circuit back to control panel
16	Examine colour coding of cable and ensure cores correctly connected on Systems wiring
17	Examine for loose terminals on Systems wiring
18	Disconnect the battery from the charger and check mains supply voltage and voltage across the battery and Ensure battery voltage does not fall below the specified level
19	Where applicable check specific gravity of electrolyte and top up as necessary
20	Ensure battery terminals are clean and tight and clean grease terminals as necessary
21	Ensure positioning is still suitable on Sounders
22	Visually inspect for damage or deterioration
23	Check and clean all gas control units on CO2 system
24	Check if GCU are in working order
25	Check that all GCU are in working order and securely in position
26	Check all GCU protection covers condition and all fixations are secured
27	Disconnect all cylinders and do a complete test on the system. Ensure blankets roll down and ventilation system shut off
28	Check all valves are in open position
29	Check that are rolled up and in good condition and remove any dust
30	Check and if opening found through walls or doors, take action to rectify
31	Clean breathing apparatus and check they are in working order
32	Check and log reading on breathing apparatus
33	Check detector and filters on Aspirating systems
34	Inspect beams (where applicable)

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Item	3-Monthly Maintenance Task
1	Take a print out of all sensors that are in a service or pre-service condition and Service them
2	Use the panel menu to generate printer reports of devices analogue values and Compare these values to the permitted values for each print and Replace identified faulty devices or repair wiring
3	Checks disabled devices and investigate reason and Rectify faults
4	Check that the panel correctly reports the event when a device is removed and Replace sensor and reset
5	Check that all control functions and the ACCEPT and RESET keys and are operating correctly
6	Ensure that the printer is printing all events generated during service
7	Check the earth leakage
8	Manually activate a Manual Call Point to ensure the system is active
9	Verify the Manual Call Point is properly located and unobstructed and accurately identified
10	Inform the Service Manager of the test before and at completion
11	Test the ability of the control panels and smoke extraction fans and central monitoring system to receive signal and Test each zone every three months
12	Simulate at least 25 percent of smoke and fire detectors and record test results for night work
13	Examine insulation of terminal wiring and ensure connections are sound
14	Service and clean at least 25 percent of all detectors
15	Verify sitting and range of detectors
16	Check supply voltage is in accordance with Manufacturer's requirements
17	Check the circuit back to control panel.
18	Visually inspect for damage or other conditions and such as coats of paint, likely to interfere with correct operation.
19	Examine fixings and tighten as necessary
20	Examine insulation of terminal wiring and ensure connections are sound
21	Check that the device is securely fixed
22	Check that entry holes are sealed
23	Verify the detector is properly located and the field of view is unobstructed
24	Examine cables and containment and fixings braid and brittle insulation
25	Carry out audibility test
26	Check all connections are tight and free from corrosion.
27	Examine insulation of terminal wiring and ensure connections are sound
28	Operate switch of each supervisory device and verify receipt of signal
29	Adjust supervisory device (if field adjustable) to operate at the approved at the approved set point
30	Verify the detector is properly located and the field of view is unobstructed
31	Check that detector is free from physical damage and securely mounted and operational
32	Inspect the detector lens for cleanness
33	Clean detector lens when required
34	Adjust sensitivity (if field adjustable) to be within the approved range when required
35	Test 25 percent of UV detectors and Perform functional test in place to ensure alarm response and Manufacturer approved radiant light source (where applicable)
36	Test 25 percent of Beams (where applicable)

37	Conduct local panel functionality test
38	Perform system integrity smoke test

Booster Pump Station	
Item	**Maintenance Activity - Pump-Set -Weekly**
1	**THE FOLLOWING TASK MUST BE PERFORMED ON THE BUTTERFLY VALVES**
2	Remove locks and chains
3	Check that the suction and discharge/delivery valves on the main lines are open in the full position
4	Check that the test valves on the test lines are closed in the full position
5	Refit chains and locks on valves in the require position
6	**THE FOLLOWING TASK MUST BE PERFORMED ON THE CONTROLLER**
7	Check the panel for any visible Faults and indicator lights are Operational (report fused light bulbs and replace) – push button light indicating yellow “Lamp Test”
8	Check the panel “Emergency Start” selector switch – push to start / twist to stop
9	Check the panel light indicating “Pump Fail”
10	Check the panel light indicating “Pump Run”
11	Check the panel light indicating “Fire”
12	Check pump speed should run at 2900 rpm on the Ammeter/Voltmeter
13	Record the number of hours the pump has run
14	Record phase to neutral voltage and current drawn for each phase at running pressure
15	**THE FOLLOWING TASK MUST BE PERFORMED ON THE OPERATIONAL CHECKS**
16	Notify ACSA Control Room of intention to conduct tests
17	Drop the pressure on the Electric Pump Start/Test Arrangement by closing the system side valve and opening the waste side valve slowly (second switch down) check the Electric Pump starts . and “Fire Alarm”
	comes up “Pump Run” is to come on after app 5 seconds on changeover from Star to Delta. Electric Pump Operating Pressure: Start – 600 kPa Stop – Automatic after pressure reaches 900 kPa (may vary per site)
18	Check the pump mechanical seals – they must not leak when the pump is running or stationary.
19	Record electric pump cut in and cut out pressure on Start/Test Arrangement pressure gauge
20	Check the pressure return back to normal
21	To stop the electric pump, push the “Stop/Reset” Push Button on the Electric Controller
22	Push the “Emergency Start” push button in – check the electric pump starts and “Pump Run” comes on after 5 seconds – twist to release to stop the electric pump.
23	Check pump holding down bolts with ring spanner and tighten if loose

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Item	Maintenance Activity Pump-Set - Monthly
1	**THE FOLLOWING TASK MUST BE PERFORMED ON THE BUTTERFLY VALKVES**
2	Remove locks and chains
3	Check that the suction and discharge/delivery valves on the main lines are open in the full position
4	Check that the test valves on the test lines are closed in the full position
5	Refit chains and locks on valves in the require position
6	**THE FOLLOWING TASK MUST BE PERFORMED ON THE CONTROLLER**
7	Check the panel for any visible Faults and indicator lights are Operational (report fused light bulbs and replace) – push button light indicating yellow “Lamp Test”
8	Check the panel “Emergency Start” selector switch – push to start / twist to stop
9	Check the panel light indicating “Pump Fail”
10	Check the panel light indicating “Pump Run”
11	Check the panel light indicating “Fire”
12	Check pump speed should run at 2900 rpm on the Ammeter/Voltmeter
13	Record the number of hours the pump has run
14	Record phase to neutral voltage and current drawn for each phase at running pressure.
15	**THE FOLLOWING TASK MUST BE PERFORMED ON THE OPERATIONAL CHECKS**
16	Notify ACSA Control Room of intention to conduct tests
17	Drop the pressure on the Electric Pump Start/Test Arrangement by closing the system side valve and opening the waste side valve slowly (second switch down) check the Electric Pump starts and “Fire Alarm” comes up.
	“Pump Run” is to come on after app 5 seconds on changeover from Star to Delta.
	Electric Pump Operating Pressure: Start – 600 kPa
	Stop – Automatic after pressure reaches 900 kPa
18	Check the pump mechanical seals – they must not leak when the pump is running or stationary.
19	Record electric pump cut in and cut out pressure on Start/Test Arrangement pressure gauge
20	Check the pressure return back to normal
21	To stop the electric pump, push the “Stop/Reset” Push Button on the Electric Controller
22	Push the “Emergency Start” push button in – check the electric pump starts and “Pump Run” comes on after 5 seconds – twist to release to stop the electric pump.
23	Check pump holding down bolts with ring spanner and tighten if loose
24	Run electric pump for approximately 10 minutes
25	Check and record motor rotational speed
26	Check motor and pump shaft alignment and condition of coupling and report any abnormalities
27	Check pump shaft and bearings during cooling line operation

28	Check for excessive motor and pump vibration
29	Inspect glands/seals, check shaft, bearings and casing temperatures and report any abnormalities

Item	Maintenance Activity – Diesel Pump-Set - Weekly
1	**THE FOLLOWING TASK MUST BE PERFORMED ON THE BUTTERFLY VALKVES**
2	Remove locks and chains
3	Check that the suction and discharge/delivery valves on the main lines are open in the full position
4	Check that the test valves on the test lines are closed in the full position
5	Refit chains and locks on valves in the require position
6	**THE FOLLOWING TASK MUST BE PERFORMED ON THE FUEL SYSTEM**
7	Check fuel tank level (must be at least 75% full). Refill if required.
8	Check piping and flexible hose connections for fuel leaks
9	**THE FOLLOWING TASK MUST BE PERFORMED ON THE WATER COOLING SYSTEM**
10	Check that all valves are in the open position
11	Check cooling water is flowing through the sight glass and the cooling line pressure does not exceed 200 kPa (the gauge on the cooling line should read approximately 100 to 150 kPa)
12	Check the cooling line strainer if the flow on the cooling line appears to be low.
13	Check the heat exchanger coolant level - it should be 20mm below the radiator cap on top of the heat exchanger. Top up with water if necessary.
14	Check the cooling water drain pipe (adjacent the radiator cap) discharge into container.
15	Check all hose connections for leaks and tighten pipe clips if required. If leak persists, replace hose.
16	**THE FOLLOWING TASK MUST BE PERFORMED ON THE CONTROLLER**
17	Check the panel for any visible Faults and indicator lights are Operational (report fused light bulbs and replace) - push button light indicating yellow “Lamp Test”
18	Push the Cell phone maintenance pushbutton once to put it into maintenance mode so SMS signal is not sent out while testing.
19	After testing push the Cell phone maintenance pushbutton once to reactivate the SMS signal.
20	Check the panel lights indicating Faults – Annunciator “System On” lamp should be the only light on.
21	Check the panel lights indicating “Low Oil Pressure”
21	Check battery charger operation. Switch “Battery Volts” selector switch to check voltage on both battery sets - reading should be app 13,0 to 13,8 Volts. The panel lights indicating “Battery Charger 1 or 2 Fail”
	should be green to indicate a charged, healthy battery (a yellow/white or a black light means the battery and charging circuit require attention)
22	Check the panel lights indicating “Control Circuit Fail”
23	Check the panel lights indicating “Mains Fail”
24	Check that Pump Operation lights indicating “Pump Fail”
25	Check the panel lights indicating “High Engine Temperature”
26	Check the panel lights indicating “Pump House Protection”

27	Check the panel lights indicating “Diesel Tank Low Level”
28	Check the panel Engine Temperature Gauge indicating engine coolant temperature run between 60 and 85 deg. C after warm up period
29	Check the panel lights indicating “Water Tank 1 / 2 High Level”
30	Check the panel lights indicating “Water Tank 1 / 2 Low Level”
31	Check pump speed should run at 2000 rpm on the Ammeter/Voltmeter
32	Record the number of hours the pump has run
33	Record phase to neutral voltage and current drawn for each phase at running pressure
34	**THE FOLLOWING TASK MUST BE PERFORMED ON THE OPERATIONAL CHECKS**
35	Notify ACSA Control Room of intention to conduct tests
36	Check diesel engine oil level and report any abnormalities
37	Hold the engine stop lever over to prevent starting and crank the engine on each battery separately via the “Emergency Start” Push-Buttons for 10 seconds to exercise the batteries and
	battery chargers – the ammeters should indicate charge rates of 3 to 5 Amps to restore the battery after cranking
38	Drop the pressure on the Diesel Pump Start Arrangement “Switch 1” by closing the system side valve and opening the waste side valve slowly - check the pump comes on and switches off again automatically
	at the correct pressures.
39	Check “Fire” alarm and continuous siren to come on and engine cranking during stat up. Push the Alarm Accept pushbutton.
40	Check “Pump Run” comes on immediately as the engine starts (this engages the starter motor). Let the engine run for 15 minutes – check all appears in good order.
41	Check the pressure return back to normal
42	Stop the diesel pump unit and re-set, then repeat on “Switch 2” to ensure it operates correctly – let the engine run for another 15 minutes. Diesel Pump Start Pressure: Switch 1 – 500 kPa, Switch 2 – 450 kPa
43	Check the pump mechanical seals – they must not leak when the pump is running or stationary.
44	Record diesel pump cut in and cut out pressure on Start/Test Arrangement pressure gauge
45	Check diesel pump mechanical seal for leaks when the pump is stationery or running.
46	Check pump holding down bolts with ring spanner and tighten if loose

Item	Maintenance Activity - Diesel Pump Set-Monthly
1	**THE FOLLOWING TASK MUST BE PERFORMED ON THE BUTTERFLY VALKVES**
2	Remove locks and chains
3	Check that the suction and discharge/delivery valves on the main lines are open in the full position
4	Check that the test valves on the test lines are closed in the full position
5	Refit chains and locks on valves in the require position
6	**THE FOLLOWING TASK MUST BE PERFORMED ON THE FUEL SYSTEM**
7	Check fuel tank level (must be at least 75% full). Refill if required.

8	Check piping and flexible hose connections for fuel leaks
9	Check filler pipe, foot valve, manual pump and breather cap
10	**THE FOLLOWING TASK MUST BE PERFORMED ON THE WATER COOLING SYSTEM**
11	3.01 Check that all valves are in the open position
12	3.02 Check cooling water is flowing through the sight glass and the cooling line pressure does not exceed 200 kPa (the gauge on the cooling line should read approximately 100 to 150 kPa)
13	Check the cooling line strainer if the flow on the cooling line appears to be low.
14	Check the heat exchanger coolant level - it should be 20mm below the radiator cap on top of the heat exchanger. Top up with water if necessary.
15	Check the cooling water drain pipe (adjacent the radiator cap) discharge into container.
16	Check all hose connections for leaks and tighten pipe clips if required. If leak persists replace hose.
17	Check flexible connectors and jubilee clips/T-bar clamps
18	Check and clean the cooling line strainer
19	**THE FOLLOWING TASK MUST BE PERFORMED ON THE CONTROLLER**
20	Check the panel for any visible Faults and indicator lights are Operational (report fused light bulbs and replace) - push button light indicating yellow “Lamp Test”
21	Push the Cell phone maintenance pushbutton once to put it into maintenance mode so SMS signal is not sent out while testing.
22	After testing push the Cell phone maintenance pushbutton once to reactivate the SMS signal.
23	Check the panel lights indicating Faults – Annunciator “System On” lamp should be the only light on.
24	Check the panel lights indicating “Low Oil Pressure”
25	Check battery charger operation. Switch “Battery Volts” selector switch to check voltage on both battery sets - reading should be app 13,0 to 13,8 Volts. The panel lights indicating “Battery Charger 1 or 2 Fail” should be green to indicate a charged, healthy battery (a yellow/white or a black lights means the battery and charging circuit require attention)
26	Check the panel lights indicating “Control Circuit Fail”
27	Check the panel lights indicating “Mains Fail”
28	Check that Pump Operation lights indicating “Pump Fail”
29	Check the panel lights indicating “High Engine Temperature”
30	Check the panel lights indicating “Pump House Protection”
31	Check the panel lights indicating “Diesel Tank Low Level”
32	Check the panel Engine Temperature Gauge indicating engine coolant temperature run between 60 and 85 deg. C after warm up period
33	Check the panel lights indicating “Water Tank 1 / 2 High Level”
34	Check the panel lights indicating “Water Tank 1 / 2 Low Level”
35	Check pump speed should run at 2000 rpm on the Ammeter/Voltmeter
36	Record the number of hours the pump has run
37	Record phase to neutral voltage and current drawn for each phase at running pressure
38	Check sirens operation

39	Check annunciator and cell phone relay operation
40	**THE FOLLOWING TASK MUST BE PERFORMED ON THE OPERATIONAL CHECKS**
41	Notify ACSA Control Room of intention to conduct tests
42	Check diesel engine oil level and report any abnormalities
43	Hold the engine stop lever over to prevent starting and crank the engine on each battery separately via the “Emergency Start” Push-Buttons for 10 seconds to exercise the batteries and
	battery chargers – the ammeters should indicate charge rates of 3 to 5 Amps to restore the battery after cranking
44	Drop the pressure on the Diesel Pump Start Arrangement “Switch 1” by closing the system side valve and opening the waste side valve slowly - check the pump comes on and switches off again
	automatically at the correct pressures.
45	Check “Fire” alarm and continuous siren to come on and engine cranking during stat up. Push the Alarm Accept pushbutton.
46	Check “Pump Run” comes on immediately as the engine starts (this engages the starter motor). Let the engine run for 15 minutes – check all appears in good order.
47	Check the pressure return back to normal
48	Stop the diesel pump unit and re-set, then repeat on “Switch 2” to ensure it operates correctly – let the engine run for another 15 minutes. Diesel Pump Start Pressure: Switch 1 – 500 kPa, Switch 2 – 450 kPa
49	Check the pump mechanical seals – they must not leak when the pump is running or stationary.
50	Record diesel pump cut in and cut out pressure on Start/Test Arrangement pressure gauge
51	Check diesel pump mechanical seal for leaks when the pump is stationery or running.
52	Check pump holding down bolts with ring spanner and tighten if loose
53	Check diesel engine batteries electrolytes, battery terminals and battery connections
54	Record diesel pump crank up time
55	Record diesel pump run up time
56	Run diesel pump for app 30 minutes
57	Check and record motor rotational speed
58	Check operation of over speed governor
59	Check for excessive engine and pump vibration
60	Inspect glands/seals, check shaft, bearings and casing temperatures and report any abnormalities
61	Record cooling water temperature, oil pressure and all engine gauge readings
62	Check operation of low oil pressure cut out switch
63	Check crankcase breather
64	Check condition of air filter and report any abnormalities
65	Check exhaust system and report any leaking joints
66	Shut down diesel pump and immediately after, run a restart test using the manual start push button on the control panel
67	Refill diesel tank

68	Refill diesel tank

Item	Maintenance Activities - Diesel Engine-
1	Conduct annual/hourly service

Item	Maintenance Activities- Jockey Pump - Weekly
1	**THE FOLLOWING TASK MUST BE PERFORMED ON THE CONTROLLER**
2	Check the panel for any visible Faults (pump trip) and indicator lights are Operational (report fused light bulbs and replace).
3	Check the panel for light indicating green “Pump Run” should be the only light on
4	Check that Pump Operation selector switch is set to "Automatic"
5	Record the number of hours the pump has run
6	Record phase to neutral voltage and current drawn for each phase at running pressure
7	**THE FOLLOWING TASK MUST BE PERFORMED ON THE OPERATIONAL CHECKS**
8	Notify ACSA Control Room of intention to conduct tests
9	Drop the pressure on the Jockey Pump Start/Test Arrangement by closing the system side valve and opening the waste side valve slowly - check the Jockey Pump comes on and switches off again
10	automatically at the correct pressures. Jockey Pump Operating Pressures: Start – 760 kPa, Stop – 960 kPa
11	Check the pump mechanical seals – they must not leak when the pump is running or stationary.
12	Record jockey pump cut-in and cut-out pressure on Start/Test Arrangement pressure gauge
13	Check pump holding down bolts with ring spanner and tighten if loose

Item	Maintenance Activity- Jockey Pump -Monthly
1	**THE FOLLOWING TASK MUST BE PERFORMED ON THE CONTROLLER**
2	Check the panel for any visible Faults (pump trip) and indicator lights are Operational (report fused light bulbs and replace).
3	Check the panel for light indicating green “Pump Run” should be the only light on
4	Check that Pump Operation selector switch is set to "Automatic"
5	Record the number of hours the pump has run
6	Record phase to neutral voltage and current drawn for each phase at running pressure
7	**THE FOLLOWING TASK MUST BE PERFORMED ON THE OPERATIONAL CHECKS**
8	Notify ACSA Control Room of intention to conduct tests
9	Drop the pressure on the Jockey Pump Start/Test Arrangement by closing the system side valve and opening the waste side valve slowly - check the Jockey Pump comes on and switches off again automatically at the correct pressures. Jockey Pump Operating Pressures: Start – 760 kPa, Stop – 960 kPa (will vary per airport)

10	Check the pump mechanical seals – they must not leak when the pump is running or stationary.
11	Record jockey pump cut-in and cut-out pressure on Start/Test Arrangement pressure gauge
12	Check pump holding down bolts with ring spanner and tighten if loose
13	Run electric pump for approximately 10 minutes
14	Check for excessive motor and pump vibration
15	Inspect glands/seals, check shaft, bearings and casing temperatures and report any abnormalities

Annual Statutory Maintenance

Activity	Description
Hand held fire extinguishers	Statutory servicing of the fire extinguisher in line with the requirements of SANS 10475 and OEM requirements.
Fire Hydrants	Statutory servicing of the fire hydrant in line with the requirements of SANS 10475 and OEM requirements.
Fire Hose Reel	Statutory servicing of the fire hose reel in line with the requirements of SANS 10475 and OEM requirements.
Booster Pump Station (performance test in line with ASIB requirements) and fire hydrant reticulation pipeline pressure testing	Annual certification of the booster pump station in line with ASIB requirements by an ASIB approved supplier/entity or competent person. Fire hydrant pipeline pressure testing
Independent review of the fire detection system by a SAQCC (level 4) or professionally registered engineer (mechanical or electrical)	Annual inspection of the fire detection system including its subsystems by a professional engineer or SAQCC (Level 4) Technician for compliance to the governing regulations.

AIRPORTS COMPANY
SOUTH AFRICA

C4 Site Information

No site information is supplied with this contract.