C2.2: BILL OF QUANTITIES

Ref	Item description	Amount (R)		
		2023/24	2024/25	2025/26
A	**PROJECT COMMENCEMENT**			
1	Inception and data collection			
2	mSCOA alignment review of the financial asset register (FAR) as well a general review of the FAR as issues raised by the AG			
3	Inception Report			
B	**ANNUAL VERIFICATION, CONDITION ASSESSMENT AND IMPAIRMENT TESTING**			
4	Annually prepare and execute a risk-based verification plan to review remaining useful lives and sufficiently assess impairments			
5	Annually physically verify all newly constructed immovable assets (acquisitions) as well as verify assets based on a risk-based approach as per the verification plan			
6	Annual physical verification of movable assets and barcoding of assets without barcodes			
C	**ASSET MANAGEMENT POLICY AND PROCEDURES**			
7	Annually review and propose revisions and improvements to the Council's asset management policy and procedures			
D	**MAINTENANCE AND UPDATING OF FINANCIAL ASSET REGISTER**			

8	Test asset opening balances for each class of assets at the commencement of each financial year			
9	Update and maintain the work in progress register with capital spending and recognition of completed capital projects and / or acquisitions			
10	Update and maintain the approved asset hierarchy for all asset classes and associated land (including servitudes), inclusive of units of measurement and expected useful life per component			
11	Recognise and measure assets (which involves componentisation, shadow valuation, spatial linking and process all asset movements, including RUL adjustment, calculating depreciation, provisions, impairments and closing balances)			
12	Spatial capturing and linking of all immovable assets and investment properties			
13	Assess landfill sites and calculate landfill site provisions			
14	Identify and reconcile all land movements and update the land and investment property registers and conduct annual fair valuation			
15	Review all asset attributes and conditions, considering all failure modes and local conditions to inform impairments, RUL assessments and asset replacement strategy			
16	Calculation of information required to be disclosed from changes in accounting estimates			
17	Produce a GRAP compliant immoveable asset register reconciled to the general ledger and supported with an audit working paper file in support of any movements			
18	Prepare Appendices B and C to the Annual Financial Statements, as well as the disclosure notes to the financial statements for all asset classes			
E	**AUDIT SUPPORT**			
19	Present to the Municipality audit Committee as required			

20	Annually present asset register results to the external audit team			
21	Attend to correspondence of the Auditor General relating to assets as and when required			
22	Provide assistance during the audit process, including accompanying auditors on site visits and attend to corrections dictated by the Auditor General			
F	**ANNUAL ASSET MAINTENANCE AND RENEWAL BUDGETS**			
23	Annual asset health check report			
24	Annual maintenance management performance inclusive of asset sustainability ratios, asset renewals funding, asset impairment and deferred maintenance			
25	Ten-year asset renewals profile of all immovable assets, and a MTREF and mSCOA aligned asset renewals budget			
26	Annual maintenance budget for all immovable assets aligned to mSCOA indicating amounts required for preventative and reactive maintenance			
G	**SKILLS TRANSFER**			
27	Provision , implementation and ongoing operation of a asset management system			
28	Training of THLM staff			
29	Maintenance and support services			
30	Adhoc work to be allocated	TO BE QUOTED AS AND WHEN IT IS REQUIRED	TO BE QUOTED AS AND WHEN IT IS REQUIRED	TO BE QUOTED AS AND WHEN IT IS REQUIRED
Sub-total				

Contribution			
VAT			
Total VAT inclusive			
Total Cost for the 36 months			

Quantities mentioned above are for evaluation purposes only

OFFER TO BE VALID FOR 120 DAYS FROM THE CLOSING DATE OF BID

NB: Annual escalation price is fixed on CPI, Starting on the second year. The average CPI of previous year will be the determination of the escalation for the new year. The CPI determined is fixed for the entire year and no CPI will be applied on the first year.

Allocation of work will be subject to the availability of funds