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PAGE NO.	
1	
CLOSING DATE AND TIME	
25-Mar-21	12h00
Date of Issue	
11 March 2021	
VALIDITY	

INITIATING DEPARTMENT	INITIATOR
Electro-Mechanical	Ntsako Makhubele
QUOTATION REFERENCE	COLLECTIVE NO.
RFQ00049/2021 LM	
QUOTATION REQUESTED FROM	

REQUEST FOR QUOTATION

QUOTATION DATE

QUOTATIONS WILL BE EVALUATED ON THE 80/20 POINT SCORING SYSTEM.80 POINTS WILL BE ALLOCATED TO PRICE AND THE REMAINING 20 POINTS WILL BE ALLOCATED FOR BBBEE AND PREFERENTIAL PROCUREMENT

ALL SUPPLIERS REPONDING TO QUOTATIONS SHOULD BE REGISTERED ON CENTRAL SUPPLIER DATABASE (CSD)

JW CONTACT PERSON: Lunga Mbatha

TELEPHONE NUMBER: 011 688 1452

Email: Lunga.Mbatha@jwater.co.za

ITEM NO.	DESCRIPTION	BRAND NAME OFFERED	UOM	QTY REQUIRED	PRICE QUOTED EXCL. OF V.A.T.	DIS
	Supply, Delivery, Installation and Commissioning of Electrical Equipment - Kibler Park sewer Pump station					
1	Supply, Delivery, Installation and Commissioning of Main incomer panel					
a	240mm² SWA 4 Core Cable (3Ph + N) - Length to be determined at site briefing					
b	Must include lugs, glands and terminations					
c	Panel:Mild steel IP65 floor standing enclosure (conform to IEC 61439) - single door,panel base min. 100mm. Top busbar system (busway) - conform to IEC 60439-2:2000					
d	Busbar termination from isolator to busbar trunking system (busway)					
e	3Ph 1250A Isolator with door interlocking handle (load tested and certified) - conform to IEC 60947-3:2020					
f	See-through protective guard in front of cable terminations on isolator (include warning labels)					
2	Liaise with City Power (Access to MV room & commission of new main incomer)					
3	Labour and commissioning of full Installation					
a	Submit Designs, Specifications, Drawings and Installation documentation					
b	Training and Skills Transfer					
4	CoC for all Electrical Work					
5	Safety in Line with the SHE spec (provide safety file)					
6	NB: Evaluation Criteria					
a	Registered Electrical Engineer/ Consultant with ECSA (Pr Eng) - submit proof.or Registered Electrical Technologist/ Consultant with ECSA (Pr Tech Eng) - submit proof					
b	Submit Company profile (max 2 pages) and CV (max 2 pages)					
c	One Reference letter for previous similar experience					
d	CIDB - At least EP1 or EB1					
	QUOTATIONS MUST BE VALID FOR 60 DAYS					
	All suppliers responding to Rfq's should use their own company letterhead not Jw Rfq Template					
	COMPULSORY Briefing Session: 18 March 2021 @10h00 am					
	Venue: Kibler Park sewer Pump station, Kotze Road, GPS Coordinates: S26 19 35.9 E28 00 43.1					
	Contact: Ntsako Makhubele @ 011 689 9191/ 081 807 8566 or Bekithemba Ngwenyama @ 082 419 1124					
	QUOTES TO BE EMAILED TO: Lunga.Mbatha@jwater.co.za					

SUPPLIER DETAILS	
OFFICIAL STAMP	AUTHORISED BY:
	SIGNATURE:.....
	DATE:.....

CONDITIONS
1. QUOTATIONS RECEIVED AFTER CLOSE OF BUSINESS ON THE CLOSING DATE WILL NOT BE ACCEPTED
2. QUOTATIONS WITHOUT BRAND NAMES WHERE REQUIRED WILL NOT BE ACCEPTED
3. PRICES QUOTED MUST BE AS PER THE UNIT INDICATED AND BE EXCLUDED OF VAT
4. QUOTATIONS WITHOUT THE SUPPLIER'S AUTHORISED SIGNATURE WILL NOT BE ACCEPTED.
5 ACCEPTANCE OF A QUOTATION WILL BE SUBJECT TO JOHANNESBURG WATER'S SUPPLY CHAIN POLICY



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

1. SCOPE OF WORK:

Supply, Delivery, Installation and Commissioning of Electrical Equipment

2. PURPOSE

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

3. APPLICABILITY

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

4. APPOINTMENTS

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

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

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

5. INSURANCE

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

6. COSTING FOR SHE REQUIREMENTS

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

7. INDUCTION

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

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



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

8. SUBMISSION OF SAFETY FILE

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

9. RISK ASSESSMENT

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


10. SAFE WORKING PROCEDURES / METHOD STATEMENTS

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

- Fall protection plan
- Use of heat torch
- Repair of leaking roof
- Vehicle procedure
- Hand tool procedure
- Portable electrical procedure

11. WORKING AT HEIGHTS

- A competent person must compile a fall protection plan for all tasks which will be done at elevated position.
- The requirements as per the Construction regulations for working at heights shall be complied with by the contractor at all times.
- The fall protection plan shall be specific to the work that will be conducted at elevated position and proper provision must be made for rescue of employees at heights.
- Fall protection plan must include fall risk assessment detailing proper controls to be implemented.
- All employees who their duties entail working at heights must be declared medically fit by an Occupational Health Practitioner for working at heights.
- Employees who will be working at heights must be trained by a competent service provider for working at heights and must be trained on use of fall prevention/arrest devices to be used at heights.
- Employees working at height must be trained on the latest approved fall protection plan before work commences at height.
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 Johannesburg Water	Document title :	Minimum SHE Requirements for Construction Related RFQ projects		
	Revision	00	Author:	OHS: Projects
	Effective Date	January 2017	Pages:	01

12. MEDICAL SCREENING REQUIREMENTS

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

13. TOOLBOX TALKS

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

14. PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Contractor must issue their employees SABS approved PPE. A copy of the PPE issue register signed by the employee issued with the PPE must be kept in the SHE file.
- Contractor supervisor are required to conduct continuous inspections of the PPE issued to their employees to ensure that they are still in good condition to be used by the employee or they still comply with manufacture requirements.
- The contractor is responsible for ensuring that employees are trained on the safe use of the PPE issued to them, how to maintain it and the limitations of the PPE.



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

- NO SHORTS OR DRESSES WILL BE ALLOWED ON SITE

15. WORKPLACE SIGNAGE

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

16. INCIDENT REPORTING AND INVESTIGATION

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

17. NOTIFICATION OF CONSTRUCTION WORK

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

18. COMPLIANCE MONITORING

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

19. PROJECT COMPLETION

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



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Project details

Project Scope: Supply, Delivery, Installation and Commissioning of Electrical Equipment

Depot / Site / Department: Kibler Park Pump station

Estimated duration: TBC

Documents required

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

Items required before starting

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

APPOINTMENTS AND COMPETENCIES

Construction Supervisor(Electrical competencies)

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

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



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RETURNABLE ANNEXURE A: ACKNOWLEDGEMENT OF SHE SPECIFICATION & ANNEXURES

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

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

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

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



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

PROJECT NUMBER:	RFQ
PROJECT LOCATION:	Kibler Park Pump station
PROJECT DESCR:	Supply, Delivery, Installation and Commissioning of Electrical Equipment

POSSIBLE RISKS FOR THIS PROJECT

Task	Hazard	Risk	Consequence	Rating	Controls
Manual Handling	<ul style="list-style-type: none"> ✓ Manual handling ✓ Unstable material ✓ Removing old steel handrails 	<ul style="list-style-type: none"> ✓ Handling Heavy Objects ✓ Falling materials; ✓ Falling on employees ✓ Poor lifting technique ✓ Damage to adjacent services 	<ul style="list-style-type: none"> ✓ Back pain ✓ Injuries to employees ✓ Property damage ✓ Loss of services 	L	<ul style="list-style-type: none"> ✓ Correct PPE must always be used e.g. Hardhat with chin straps, gloves & shoes ✓ Observe proper lifting techniques ✓ SOP and SWP and other safety related methods must be implemented ✓ Obey sensible lifting limits ✓ Ensure standard safety procedures are followed; ✓ Ensure that the steel are erected according to the designers specifications
Use of Hand tools	<ul style="list-style-type: none"> ✓ Damaged tools 	<ul style="list-style-type: none"> ✓ Usage of the wrong tool for the task ✓ Using damaged tools ✓ Lack of skill 	<ul style="list-style-type: none"> ✓ Injuries to person ✓ Cuts ✓ Loss of services ✓ Damage to property 	L	<ul style="list-style-type: none"> ✓ Damaged tools ✓ All tools are visually inspected before use. ✓ Specific equipment/tools are only used by competent users
Transporting and loading off material	<ul style="list-style-type: none"> ✓ Load 	<ul style="list-style-type: none"> ✓ Obstruction ✓ Lifting heavy material 	<ul style="list-style-type: none"> ✓ Back pain/ injuries 	M	<ul style="list-style-type: none"> ✓ Ensure training on proper lifting technique

Working at heights replacing roofing	<ul style="list-style-type: none"> ✓ Lack of PPE and suitable ✓ Use of Sky Jack and step ladder ✓ Unplanned work method 	<ul style="list-style-type: none"> ✓ Personal injuries from elevated equipment 	<ul style="list-style-type: none"> ✓ Employees falling resulting to fatality 	H	<ul style="list-style-type: none"> ✓ Developing a safe working procedures and inspections should be conducted on regular basis ✓ Admin :provide training for personnel working at heights
Climbing down on ladder or structure	<ul style="list-style-type: none"> ✓ Working at heights ✓ Use of step ladder ✓ Unplanned work method 	<ul style="list-style-type: none"> ✓ Falling onto / Falling objects ✓ Personal injuries from elevated equipment ✓ Mechanical failure of step ladder bolts ✓ Loosing footing and falling to ground ✓ Smooth angle iron surfaces that can be slippery 	<ul style="list-style-type: none"> ✓ Employees falling from heights which may result in fatality ✓ Personal injuries from elevated equipment ✓ Employees falling resulting to fatality 	H	<ul style="list-style-type: none"> ✓ Admin :provide training for personnel working at heights ✓ Developing a safe working procedures and inspections should be conducted on regular basis ✓ Developing a safe working procedures and inspections should be conducted on regular basis ✓ Admin :provide training for personnel working at heights
Removal of old panels and reinstallation of new panel	<ul style="list-style-type: none"> ✓ Live electrical cables and equipment ✓ Personnel 	<ul style="list-style-type: none"> ✓ Accidental contact ✓ In-competent personnel doing the work ✓ Improper methods done to do the work ✓ No supervision 	<ul style="list-style-type: none"> ✓ Fatality ✓ Injuries ✓ Property damage 	H	<ul style="list-style-type: none"> ✓ Method statement to do the project works must developed ✓ Proper supervision must be done by a competent person ✓ Proper lock out must be done by a competent person
Clean site and remove waste	<ul style="list-style-type: none"> ✓ Cleaning Machines ✓ Dust ✓ 	<ul style="list-style-type: none"> ✓ Faulty machines ✓ Inhaling ✓ Injuries or damage to the environment 	<ul style="list-style-type: none"> ✓ Shock/ Burns ✓ Lung infection ✓ Illness/ injuries 	M	<ul style="list-style-type: none"> ✓ A proper waste disposal system should be in place ✓ Waste should be removed daily and placed in the correct waste disposal system ✓ Read MSDS correctly.
	<ul style="list-style-type: none"> ✓ Poor house keeping 	<ul style="list-style-type: none"> ✓ Slip/ Trip/ Fall 	<ul style="list-style-type: none"> ✓ Injuries 	L	<ul style="list-style-type: none"> ✓ Good housekeeping must always be maintained
	<ul style="list-style-type: none"> ✓ Waste disposal 	<ul style="list-style-type: none"> ✓ Incorrect disposal of waste 	<ul style="list-style-type: none"> ✓ Injuries to employees due to incorrect waste disposal 	M	<ul style="list-style-type: none"> ✓ Waste should be removed daily and placed in the correct waste bin(skip)

RISK ASSESSMENT MATRIX

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