



**REPUBLIC OF NAMIBIA**

**MINISTRY OF JUSTICE AND LABOUR RELATIONS**

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**JUSTICE**

## **Request of Quotation for Works**

**RENOVATION OF HOUSE: ERF 0838-OSHAKATI  
EAST(CIVIL WORK)**

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**Procurement Reference No: W/RFQ/35-04/2025**

**DIRECTORATE: Central Administration (Capital Projects) Development  
Plans and Fixed Asset Management Division**

Ministry of Justice and Labor Relations Private Bag 13302, Windhoek, Tel: 061-2805271/5340  
[E-mail: info.procurement@moj.gov.na](mailto:info.procurement@moj.gov.na)

***NB!! This document should be fully completed and all pages to be initialed by bidders.***

**Closing Date: 29 August 2025 @12h00**



**REPUBLIC OF NAMIBIA**  
**MINISTRY OF JUSTICE AND LABOUR RELATIONS**

**JUSTICE**

**Letter of Invitation**

**04 August 2025**

Dear Sir/Madam

The **Ministry of Justice and Labour Relations** invite you to submit your quotation for the listed works described in detail hereunder. Your offer should be indicated on this form with any annexure which you may wish to enclose and should be addressed to **Procurement Management Unit, Ministry of Justice and Labour Relations in the bidding box located at the entrance foyer, Talla's, Building Independence Avenue. Your Offer/Quotation should state the bid description and reference No: W/RFQ/35-04/2025.**

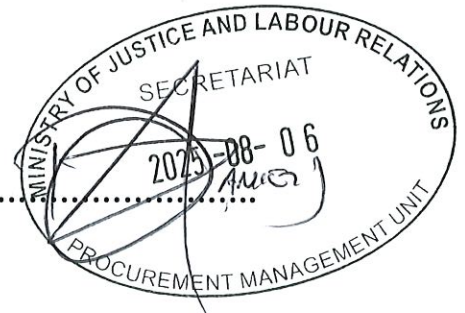
Your quotation should reach the **Ministry of Justice and Labour Relations** on or before **29 August 2025** latest by **12:00**. Bidders are urged to initial each page and ensure that all space provided in this document are completed. Furthermore, biddings must indicate no quote for services that they cannot render. Failure to adhere to instructions, your bid may be disqualified.

Queries, if any, should be addressed to Head of PMU **Mr. Paul Daniels 061 280 5308 /5340**. Please prepare and submit your quotation in accordance with the instructions given or inform the undersigned if you will not be submitting a quotation.

**Mr. Paul Daniels, Head of Procurement Management Unit:**

Date.....06/08/2025

Signature.....



## SECTION I: INSTRUCTIONS TO BIDDERS

### 1. Rights of Public Entity

The *Ministry of Justice and Labour Relation* reserves the right to:

- a) To split the contract as per the lowest evaluated cost item where applicable
- b) To accept or reject any quotation.
- c) To cancel the quotation process and reject all quotations at any time prior to contract award.
- d) Reduce or increase the quantity of items where applicable.
- e) Cancel bid not finalised with (2025/2026) financial year.

### 2. Preparation of Quotations

You are requested to quote for the works mentioned in Section III, by completing, signing, and returning:

- (a) the Quotation Letter in Section II with its annex for Bid Securing Declaration, where applicable.
- (b) the Priced Activity Schedule in Section IV.
- (c) the Specifications and Compliance Sheet in Section V; and
- (d) any other attachment as deemed appropriate.

You are advised to carefully read the complete Request for Quotations document, including the Special Conditions of Contract in Section VII, before preparing your Quotation. The standard forms in this document may be retyped for completion but the Bidder is responsible for their accurate reproduction.

### 3. Validity of Quotations

- (a) The quotation validity period shall be for **120** days from the date of submission deadline.
- (b) Bid Validity period is **120** days.

### 4. Eligibility Criteria

To be eligible to participate in this Quotation exercise, you should:

- (a) Have a valid certified copy of Company Registration Certificate/ Founding Statement or Memorandum of Association. **(Should be in Core Business)**
- (b) Have valid original or certified copy of Good Standing Tax Certificate **(Should be valid upon bid closing date).**
- (c) Have a certified copy or original valid Good Standing Social Security Certificate; **(Should be valid upon bid closing date)**
- (d) Have a valid certified Affirmative Action Compliance Certificate or confirmation letter from the Employment Equity Commission indicating that the employer did submit the report for the period following from the date when the certificate was issued, proof from Employment Equity Commissioner that bidder is not a relevant employer, or exemption issued in terms of Section 42 of the Affirmative Action Act, 1998, (Valid for a period of 1 year). **(Should be valid upon bid closing date)**
- (e) Have a valid certified copy of a certificate indicating SME Status (for Bid reserved for SME); **(Should be valid upon bid closing date) (Optional)**

- (f) Submit signed Bid – Securing Declaration
- (g) Have a Written Undertaking as contemplated in **section 138(2) of the Labour Act, 2007.**
- (h) This bid is restricted to all Suppliers/Bidders in line with constructions & Renovation.
- (i) **Site visit is compulsory, failure to attend will result in disqualification.**  
**Site Date:** 15 August 2025  
**Time:** 10H00 AM  
**Erf:** 0838, Rassblaar Street  
**Contact Person:** Mr. B. Negongo 081 260 5824

***NB: Copies should be certified by the Namibian Police or commissioner of Oath. Failure to provide certified copies or originals of the above mandatory documents will result in disqualification of your bid.***

## **5. Bid Security**

Bidders are required to submit a Bid Security/subscribe to a Bid Securing Declaration for this procurement process. The Bidder shall furnish as part of its quotation, a Bid Security as per the format contained in Schedule 1 of this document for an amount of NAD...N/A...[based on 0.05% - 2% of your budget estimate for the procurement] OR ...N/A...% [insert percentage within the following range: 0.05% - 2% of the quoted price] valid up to .....N/A..... [validity period of bid security must be 30 days beyond the quotation validity period] N/A

## **6. Works Completion Period**

The completion period for works shall be **60 working days** after acceptance and issue of Purchase Order. Deviation in completion period shall not be accepted/shall be considered if such deviation is reasonable.

## **7. Sealing and Marking of Quotations**

Quotations should be **sealed** in a single envelope, clearly marked with the Procurement Reference Number, addressed to the Public Entity with the Bidder's name at the back of the envelope.

## **8. Submission of Quotations**

Quotations should be deposited in the Quotation/Tender Box located at **the Procurement Box, located at the entrance foyer, Talla's Building not later than 29 August 2025 12h00.** Quotations by post or hand delivered should reach by the same date and time at latest. Late quotations will be rejected.  
N/B Quotations received by e-mail will not be considered.

## **9. Opening of Quotations**

Quotations will be opened internally by the Public Entity immediately after the closing time referred to in section 8 above. A record of the Opening report stating the name of the bidders, the amount, will be available to any bidder on request within three working days after the Opening.



## **10. Evaluation of Quotations**

The Public Entity shall have the right to request for clarifications in writing during evaluation. Offers that are substantially responsive shall be compared based on evaluated cost, subject to Margin of Preference where applicable, to determine the lowest evaluated quotation.

**NB: Bids will be evaluated against the established cost estimate. Only those falling within a range of 10% below to 10% above the estimate will be considered responsive.**

## **11. Technical Compliance**

The Specifications and Compliance Sheet details the minimum specifications of the works to be carried out. The specifications must be met, but no credit will be given for exceeding the specifications.

## **12. Prices and Currency of Payment**

Prices for the execution of works shall be fixed in Namibian Dollars as quoted.

Quotations shall cover all costs of labour, materials, equipment, overheads, profits, and all associated costs for performing the works, and shall include all duties. The whole cost of performing the works shall be included in the items stated, and the cost of any incidental works shall be deemed to be included in the prices quoted.

## **13. Margin of Preference**

13.1 The applicable margins of preference and their application methodology are as follows: *N/A*

13.2 Bidders applying for the Margin of Preference shall submit, **upon request**, evidence of:

## **14. Award of Contract**

The Bidder having submitted the lowest evaluated responsive quotation that falls within the estimated project budget and qualified to perform the works shall be selected for award of contract. Award of contract shall be by issue of a Purchase Order/Letter of Acceptance in accordance with terms and conditions contained in Section VI: Contract Agreement and General Conditions of Contract.

## **15. Performance Security**

The successful bidder shall upon acceptance of its offer submit a Performance Security/guarantee as per the format contained in the Schedule for an amount of **10 %** of the contract price. *N/A*

## **16. Notification of Award and Debriefing**

The Public Entity shall after award of contract promptly inform all unsuccessful bidders in writing of the name and address of the successful bidder and the contract amount and post a notice of award on its website within 7 days. Furthermore, the Public Entity shall attend to all requests for debriefing made in writing within seven days of the unsuccessful bidders being informed of the award.

## SECTION II: QUOTATION LETTER

(To be completed by Bidders)

[Complete this form with all the requested details and submit it as the first page of your quotation with the Priced Activity Schedule and documents requested above. A signature and authorisation on this form will confirm that the terms and conditions of the RFQ prevail over any attachments. **If your quotation is not authorised, it will be rejected.**

Quotation addressed to:	Ministry of Justice and Labour Relations
Procurement Reference Number:	W/RFQ/35-04/2025
Subject matter of Procurement:	Renovation of House: Erf 0838, Oshakati East( Civi Work)

We offer to execute the Works detailed in the Statement of Requirements, in accordance with the terms and conditions stated in your Request for Sealed Quotations referenced above.

We confirm that we are eligible to participate in this Quotation exercise and meet the eligibility criteria specified in Section 1: Instructions to Bidders

We undertake to abide by the Conduct of Bidders and Suppliers as provided under the Public Procurement Act during the procurement process and the execution of any resulting contract.

We have read and understood the content of the *Bid Security / Bid Securing Declaration* (BSD) attached hereto and subscribe fully to the terms and conditions contained therein. We further understand that this subscription shall be construed as a Bid Securing Declaration which could lead to disqualification on the grounds mentioned in the BSD.

The validity period of our Quotation is \_\_\_\_\_ days from the date of the bid submission deadline.

We confirm that the prices quoted in the Priced Activity Schedule are fixed and firm and will not be subject to revision or variation if we are awarded the contract **prior to the expiry** date of the quotation validity.

Works will commence within \_\_\_\_\_ days from date of issue of Purchase Order/ Letter of Acceptance.

Works will be completed within \_\_\_\_\_ *[Bidder to insert number]* days from date of issue of Purchase Order/ Letter of acceptance.

We declare that we “qualify/do not qualify” for Margin of Preference applicable to small and medium enterprises and shall upon request submit documentary evidence in this respect.

### Quotation Authorised by:

Name of Bidder		Company's Address and seal	
Contact Person			
Name of Person Authorising the Quotation:		Position:	Signature:
Date		Phone No./E-mail	

## BID SECURING DECLARATION

(Section 45 of Act) (Regulation 37(5) and 56(2))

Date: .....[Day/Month/year]

Procurement Ref No.: W/RFQ/35-04/2025

To: Ministry of Justice and Labour Relations, Talla's Building, Independence Avenue,  
WINDHOEK

I/We\* understand that in terms of section 45 of the Act a public entity must include in the bidding document the requirement for a declaration as an alternative form of bid security.

I/We\* accept that under section 45 of the Act, I/we\* may be suspended or disqualified in the event of

- (a) a modification or withdrawal of a bid after the deadline for submission of bids during the period of validity.
- (b) refusal by a bidder to accept a correction of an error appearing on the face of a bid.
- (c) failure to sign a procurement contract in accordance with the terms and conditions set forth in the bidding document, should I/We\* be successful bidder; or
- (d) failure to provide security for the performance of the procurement contract if required to do so by the bidding document.

I/We\* understand this bid securing declaration ceases to be valid if I am/We are\* not the successful Bidder.

**Signed:**

.....  
[insert signature of person whose name and capacity are shown]

**Capacity of.....**  
[indicate legal capacity of person(s) signing the Bid Securing Declaration]

**Name: .....**  
[insert complete name of person signing the Bid Securing Declaration]

Duly authorized to sign the bid for and on behalf of: [insert complete name of Bidder]

Dated on \_\_\_\_\_ day of \_\_\_\_\_

Signature \_\_\_\_\_

Corporate Seal (where appropriate)

[Note\*: In case of a joint venture, the bid securing declaration must be in the name of all partners to the joint venture that submits the bid. \*Delete if not applicable / appropriate



## Republic of Namibia

### Ministry of Justice and Labour Relations

#### Written Undertaking in terms of Section 138 of the Labour Act, 2015 and Section 50(2)(D) of the Public Procurement Act, 2015

#### 1. EMPLOYERS DETAILS

Company Trade Name.....

Registration Number .....

Vat Number: .....

Industry/Sector: .....

Place of Business.....

Physical Address.....

Tell No.....

Fax No.....

Email Address.....

Postal Address.....

Full name of Owner/Accounting Officer.....

.....

Email Address.....



## 2. PROCUREMENT DETAILS

Procurement Reference No.....

Procurement Description: .....

.....

Anticipated Contract Duration: .....

Location where work will be done, good/services will be delivered: .....

.....

## 3. UNDERTAKING

I ..... *[insert full name]*, owner/representative.

of ..... *[insert full name of company]*

hereby undertake in writing that my company will at all relevant times comply fully with the relevant provisions of the Labour Act and the Terms and Conditions of Collective Agreements as applicable.

I am fully aware that failure to abide to such shall lead to the action as stipulated in section 138 of the labour Act, 2007, which include but not limited to the cancellation of the contract/licence/grant/permit or concession.

**Signature:** .....

**Date:** .....

**Seal**.....

*Please take note:*

- 1. A labour inspector may conduct unannounced inspections to assess the level of compliance.*
- 2. This undertaking must be displayed at the workplace where it will be readily accessible and visible by the employees rendering service(s) in relations to the goods and services being procured under this contract.*

**A. SCOPE OF WORKS, SPECIFICATIONS AND PERFORMANCE REQUIREMENTS:**

RENOVATION OF HOUSE: ERF 0838, OSHAKATI EAST

1. Renovation of House: Erf 0838, Raasblaar Street Oshakati East (Civil Work)
2. Site Inspection is Mandatory before Quoting and it is on Friday, Oshakati House Erf 0838, 15 August 2025 @ 10h00
3. Contact Mr. B. Nengogo 081 260 5824

## SECTION IV: PRICED ACTIVITY SCHEDULE

Procurement Reference Number: W/RFQ/35-04/2025

Item No	Brief Description of Works	Quantity	Unit of Measure	Unit Price (N\$)	Total Price (N\$)
1.	Renovation of House: Erf 0838, Oshakati East NB: See attached Annexure A (BOQ)				
			Total Value of Building Items		
			Preliminaries 8%		
			Sub Total		
			Contingencies 10%		
			Sub Total		
			VAT 15%		
			Grant Total		

**NB: Bids will be evaluated against the established cost estimate. Only those falling within a range of 10% below to 10% above the estimate will be considered responsive.**

**Priced Activity Schedule Authorised By:**

Name:		Signature:	
Position:		Date:	
Authorised for and on behalf of:		Company	

## SECTION V: SPECIFICATIONS AND COMPLIANCE SHEET

Procurement Reference Number: **W/RFQ/35-04/2025**

*[Bidders should complete columns C and D with the specifications and performance of the Works offered. Also, state “comply” or “not comply” and give details of any non-compliance/deviation to the specifications required. Attach detailed technical literature if required. Authorise the specifications offered in the signature block below]*

Request for Security System			
Item No	Specifications and Performance Required	Compliance of Specifications and Performance Offered	Details of Non-Compliance/ Deviation (If applicable)
<i>A*</i>	<i>B*</i>	<i>C</i>	<i>D</i>
1.	Renovation of House: Erf 0838, Oshakati East  NB: See Attached Annexure A (BOQ)		

**Specifications and Compliance Sheet Authorised By:**

Name:		Signature:	
Position:		Date:	
Authorised for and on behalf of:		Company	



## SECTION VI: GENERAL CONDITIONS OF CONTRACT AND CONTRACT AGREEMENT

Any resulting contract shall be placed by means of a Purchase Order/Letter of Acceptance and shall be subject to the General Conditions of Contract (GCC) for the Procurement of Goods (Ref. G/RFQ-WCC) Ministry of Justice and Labour Relation; Private Bag 13302; Windhoek: except were modified by the Special Conditions below.

## SECTION VI: CONTRACT AGREEMENT

Any resulting contract shall be placed by means of a **Purchase Order** and shall be subject to the General Conditions of Contract (GCC) for the Procurement of Works except were modified by the Special Conditions below.

## SECTION VIII SPECIAL CONDITIONS OF CONTRACT

Procurement Reference Number: **W/RFQ/35-04/2025**

The clause numbers given in the first column correspond to the relevant clause number of the General Conditions of Contract.

<b>GCC Clause Reference</b>	<b>Special Conditions</b>
<b>Project Manager GCC 1.1(y)</b>	The Project Manager is: <b>Mr. P. Sitwala</b>
<b>Site GCC 1.1(aa)</b>	The Site is located at <b>Oshakati East, Erf 0838, Raasblaar Street</b>
<b>Start Date GCC 1.1(dd)</b>	The Start Date shall be: _____
<b>The Works GCC 1.1(h)</b>	The Works consist of: _____
<b>Language and Law GCC 3.1</b>	The language of the contract is English. The law that applies to the Contract is the law of Namibia.
<b>Project Manager's Decisions 4.1</b>	The Project Manager shall obtain specific approval from the Employer before carrying out any of his duties under the Contract which in the Project Manager's opinion will cause the amount finally due under the Contract to exceed the Contract Price or will give entitlement to extension of time. This requirement shall be waived in an emergency affecting safety of personnel or the Works or adjacent property.
<b>Notices GCC 6</b>	Any notice shall be sent to the following addresses: For the Employer, the address shall be as given on the page 2 of this Bidding Document and the contact's name shall be: <b>_Mr Paul Daniels; Ministry of Justice and labour Relations; Private Bag 13302 Windhoek; Talla's building Independence Avenue Tel 061</b>

GCC Clause Reference	Special Conditions
	<p><b>2805271/0811601663</b></p> <p>For the Contractor, the address shall be as given on the first page of the Purchase Order/Letter of Acceptance and the contact's name shall be</p> <p>_____</p> <p>_____</p>
<p><b>Insurance</b> <b>GCC 13.1</b></p>	<p>Except for the cover mentioned in (d)(i) hereunder, the other insurance covers shall be in the joint names of the Contractor and the Employer and the minimum insurance amounts shall be:</p> <ul style="list-style-type: none"> <li>a) for the Works, Plant and Materials: .....</li> <li>b) for loss or damage to Equipment: .....</li> <li>c) for loss or damage to property (except the Works, Plant, Materials, and Equipment) in connection with Contract <i>for an amount representing the value of the properties that are exposed to the action of the contractor in the execution of the works. It will extend to the property of the Procuring Entity as well</i>.</li> <li>d) for personal injury or death: <ul style="list-style-type: none"> <li>(i) of the Contractor's employees: <i>[The Contractor shall take an adequate insurance cover for its employees for any claim arising in the execution of the works].</i></li> <li>(ii) of other people: <i>[This cover shall be for an adequate amount for Third Party extended to the Employer and its representatives].</i></li> </ul> </li> <li>(e) for loss or damage to materials on-site and for which payment have been included in the Interim Payment Certificate, where applicable.</li> </ul> <p>The Contractor shall choose to take the insurance covers indicated above as separate covers or a combination of the Contractor's All Risks coupled with the Employer's liability and First Loss Burglary, after approval of the Employer. All insurance covers shall be of nil or the minimum possible deductibles at sole expense of the contractor.</p>
<p><b>Intended Completion Date</b> <b>GCC 16.1</b></p>	<p>The Intended Completion Date for the whole of the Works shall be:</p>
<p><b>Possession of the Site</b> <b>GCC 20.1</b></p>	<p>The Site Possession Date shall be <b>Upon award</b></p>
<p><b>Procedure for Disputes</b> <b>GCC 24</b></p>	<p>No Adjudicator shall be appointed under the contract and arbitration shall not apply. If any dispute arises between the Employer and the Contractor in connection with or arising out of the Contract, the parties</p>

GCC Clause Reference	Special Conditions
	shall seek to resolve any such dispute by amicable agreement. If the parties fail to resolve such dispute by amicable agreement, within 14 days after one party has notified the other in writing of the dispute, then the dispute shall be referred to court by either party.
<b>Program GCC 25.1</b>	The Contractor shall submit for approval a Program for the Works within N/A days from the date of the Letter of Acceptance or issue of Purchase Order Agreement.
<b>GCC 25.3</b>	Program updates <i>[shall]</i> be required.
<b>Defects Liability Period GCC 33.1</b>	The Defects Liability Period is: <i>[One year]</i>
<b>Payment Certificates GCC 39.7</b>	"A single statement of the estimated value of the work executed shall be submitted on completion of the Works. The Project Manager shall check the statement and certify the amount to be paid to the Contractor".
<b>Payments GCC 40</b>	The amount certified by the Project Manager shall be paid in full within 30 days of receipt by the Employer of an invoice, supported by: (a) the payment certificate; and (b) a certificate of Completion of the Works.
<b>Adverse weather Conditions GCC 41.1 (I)</b>	<i>[ Its rain season]</i>
<b>Price Adjustment GCC 44.</b>	<b>The Contract is not subject to price adjustment.</b>
<b>Retention GCC 45.</b>	(i) no proportion of any payments shall be retained* or (ii) 10% of the amount shall be retained from any payment. Half of the retention money will be released after formal taking over of the Works and the remaining shall be released after the Defect Liability Period subject to the Contractor making good all defects. * * Delete as appropriate
<b>Liquidated Damages GCC 46.1</b>	The liquidated damages for the whole of the Works are <i>[10%]</i> per day. The maximum number of liquidated damages for the whole of the Works is <i>[10 % of the quoted price]</i> .
<b>Performance Security GCC 49.1</b>	(i) A Performance Security in the form of a Bank Guarantee representing <i>[10%]</i> of the final contract price shall be required. *
<b>GCC 56.1</b>	"As built" drawings or operating and maintenance manuals <i>[are not]</i> required.
<b>GCC 59.1</b>	The percentage to apply to the value of the work not completed, representing the Employer's additional cost for completing the Works, is: <i>[NA]</i>

### **SCHEDULE 3: QUOTATION CHECKLIST SCHEDULE**

Public Entity to update this checklist to ensure that it contains the document required from Bidder for the specific procurement.

**Procurement Reference No.: W/RFQ/35-04/2025**

<b>Description</b>	<b>Attached</b>	<b>Not Attached</b>
Quotation letter attached		
Priced Activity Schedules attached		
Specification and Compliance Sheet attached		
Bid Securing Declaration attached		
Certified Mandatory documents attached		
Quotation on bidder's letterhead attached		
Document is duly completed and initialled at each page		
The principal of business: Construction Works		

***Disclaimer:** The list defined above is meant to assist the Bidder in submitting the relevant documents and shall not be a ground for the bidder to justify its non-submission of major documents for its quotation to be responsive. The onus remains on the Bidder to ascertain that it has submitted all the documents that have been requested and are needed for its submission to be complete and responsive.*



# ANNEXURE A

## RENOVATION OF HOUSE: ERF 0838, OSHAKATI (CIVIL WORK)

	Description	Quantity	Unit Rate	Total Price
<b>1.</b>	<b>Hacking up or hacking off and removing granolithic, screeds, plaster, tiles, etc. from concrete or brickwork and preparing surfaces for new screeds, plaster, tiling, etc.</b>			
1.1	Ceramic floor or wall tiles	50 m <sup>2</sup>		
<b>2.</b>	<b>Taking down and removing ceilings, etc:</b>			
2.1	Softboard or gypsum board ceilings including cover strips and cornices.	100 m <sup>2</sup>		
<b>3.</b>	<b>Taking out and removing doors, window sashes from frames, gates, etc. and prepare to receive new ones:</b>			
3.1	Single timber or steel door from steel or timber frame and prepare frame to receive new door.	3 No		
<b>4.</b>	<b>Taking out and removing doors, window sashes from frames, gates, etc. and prepare to receive new ones:</b>			
4.1	Single steel gate from steel frame and prepare frame to receive new gate.	4 No		
<b>5.</b>	<b>Taking out and removing doors, windows, frames, etc. (alterations to openings/building up openings):</b>			
5.1	Steel window not exceeding 2.5 m <sup>2</sup> in area	2 No		
<b>6.</b>	<b>Taking out and removing doors, windows, frames, etc. (alterations to openings/building up openings):</b>			
6.1	Glazed steel door and frame exceeding 2.5 m <sup>2</sup> and not exceeding 5 m <sup>2</sup> in area.	1 No		
<b>7.</b>	<b>Taking out and removing joinery fittings and the like:</b>			
7.1	Kitchen cupboard units and counters with cupboards under not exceeding 900mm high.	2 m		
<b>8.</b>	<b>Taking out and removing taps and mixers:</b>			
8.1	Sink or bath mixer complete.	1 No		
<b>9.</b>	<b>Taking out and removing sanitary fittings and appliances, including taps and traps, including disconnecting piping from fittings and cutting back and sealing off all water:</b>			
9.1	Shower set comprising shower rose and under-wall stop cocks.	2 No		

	Description	Quantity	Unit Rate	Total Price
<b>10.</b>	<b>Breaking out for and forming openings through brick walls for new door frames and windows, including making good plaster on both sides and into reveals with concrete:</b>			
10.1	Form opening through one brick wall for pressed steel door frame not exceeding 2.5 m <sup>2</sup> and make good plaster around both sides.	1 No		
<b>11.</b>	<b>Sealing of existing roofs and flashings:</b>			
11.1	Seal all holes and roofing screws, etc. in galvanized roof sheeting and leave watertight.	250 m <sup>2</sup>		
<b>12.</b>	<b>Repairs to steel and timber windows:</b>			
12.1	Replace missing or damaged peg stays to steel or timber window with new solid brass or chromium plated peg stay 228mm long.	38 No		
<b>13.</b>	<b>Repairs to steel and timber windows:</b>			
13.1	Adjust hinges of top, bottom or side hung steel sashes in steel windows so that sashes close properly.	10 No		
<b>14.</b>	<b>One coat external cement plaster wood floated smooth:</b>			
14.1	Repair crack in internal plaster by hacking off the plaster around the crack minimum 300mm wide, cleaning out the crack, wedging with galvanized steel wedges, stapling one layer of chicken mesh over the crack and re-plastering to match existing.	50 m		
<b>15.</b>	<b>One coat internal compo plaster steel troweled smooth:</b>			
15.1	Repair crack in internal plaster by hacking off the plaster around the crack minimum 300mm wide, cleaning out the crack, wedging with galvanized steel wedges, stapling one layer of chicken mesh over the crack and re-plastering to match existing.	50 m		
<b>16.</b>	<b>Clean down and prepare one coat of Acrylic PVA paint:</b>			
16.1	On external smooth plastered ceilings and beams.	75 m <sup>2</sup>		

	Description	Quantity	Unit Rate	Total Price
<b>17.</b>	<b>Clean down and prepare one coat of eggshell enamel paint:</b>			
17.1	On internal smooth plastered walls and columns.	510 m <sup>2</sup>		
<b>18.</b>	<b>Clean down and prepare one coat sealer and two coats marble plaster textured paint coating:</b>			
18.1	On external plastered smooth plastered walls.	357 m <sup>2</sup>		
<b>19.</b>	<b>Clean down and prepare one coat of Acrylic PVA paint:</b>			
19.1	On fascias and eaves soffit linings	9 m <sup>2</sup>		
<b>20.</b>	<b>Clean down and prepare one coat of Acrylic PVA paint:</b>			
20.1	On gutters and downpipes not exceeding 300mm girth.	80 m		
<b>21.</b>	<b>Clean down and prepare one coat gloss enamel paint:</b>			
21.1	On windows with burglar bars	37 m <sup>2</sup>		
<b>22.</b>	<b>Brickwork of 7MPa cement bricks in class 11 mortar:</b>			
22.1	One brick wall	3 m <sup>2</sup>		
<b>23.</b>	<b>Sawn Softwood:</b>			
23.1	38 x 50mm Brandering in widths not exceeding 900mm wide at 450mm centers in one direction and at ends fixed to underside of or in between timber rafters and trusses.	100 m <sup>2</sup>		
<b>24.</b>	<b>40mm semi-solid flush doors with hardwood veneer both sides and concealed hardwood edge strips:</b>			
24.1	Door size 813 x 2032mm high	11 No		
<b>25.</b>	<b>Wrot Meranti:</b>			
25.1	44mm framed, ledged, braced and battened flush back door size 813 x 2032mm high formed of 44 x 108mm stiles and top rail, 22 x 108mm middle ledge, 22 x 228mm bottom ledge and 22mm x 108mm diagonal braces and filled in with 22mm tongued, grooved and v-jointed vertical boarding in narrow matched widths and the real face covered with hardwood veneer plywood panels.	5 No		

	Description	Quantity	Unit Rate	Total Price
<b>26.</b>	<b>Particle board to SABS 1300 with veneered edge strips along both edges:</b>			
26.1	16mm Shelving 455mm wide fixed to bearers.	80 m		
<b>27.</b>	<b>Particle board to SABS 1300 with decorative melamine impregnated paper both sides:</b>			
27.1	18mm ends, divisions, tops, sides, doors, etc.	80 m		
<b>28.</b>	<b>Floor Units:</b>			
28.1	Floor sink unit type F1500 S size 1500mm long, 870mm high and 570mm deep with fixed front fascia, four doors and shelves.	1 No		
<b>29.</b>	<b>Floor Units:</b>			
29.1	Floor sink unit type F1800 S size 1800mm long, 870mm high and 570mm deep with fixed front fascia, four doors and shelves.	1 No		
<b>30.</b>	<b>32mm Worktops with post formed front edges:</b>			
30.1	Worktop 600mm wide	5 m		
<b>31.</b>	<b>Wrot Meranti:</b>			
31.1	8 x 50mm Cover strips planted on.	70 m		
<b>32.</b>	<b>Softboard Ceilings:</b>			
32.1	12mm Softboard ceiling board in full length sheets fixed to brandering with and including 8 x 50mm wrot meranti cover strips over joints between sheets.	140 m <sup>2</sup>		
<b>33.</b>	<b>Medium Density Fiber Cement Flat Boards:</b>			
33.1	6mm Fiber cement board in full length sheets fixed to brandering with and including 8 x 50mm wrot meranti cover strips over joints between sheets.	25 m <sup>2</sup>		
<b>34.</b>	<b>Cornices:</b>			
34.1	L-shaped softboard cornice formed of 12 x 75mm and 12 x 65mm softboard strips planted on.	100 m		



	Description	Quantity	Unit Rate	Total Price
35.	05mm IBR profile full hard galvanized steel troughed roofing with 0.8mm galvanized sheet steel accessories fixed in strict in accordance with the manufacturer's instructions:			
35.1	Extra over ceiling for trap door size 600 x 600mm, the opening formed of 40 x 40 x 0.8mm galvanized sheet metal angle frame all round mitered and pop-riveted to profiled metal ceiling and 50 x 50 x 3mm mild steel angle frame all round mitered and welded together and to steel banding the trap door formed of IBR profiled metal sheeting with 40 x 40 x 0.8mm galvanized sheet metal angle frame all round mitered and pop-riveted to profiled metal ceiling.	1 No		
36.	<b>Hinge's work:</b>			
36.1	100mm Single action zinc plated steel coil spring hinges.	35 No		
37.	<b>Catches and cabin hookers work:</b>			
37.1	100mm Brass cabin hook and eye	12 No		
38.	<b>Handle s's work:</b>			
38.1	100mm Satin Chrome plated bow handle	14 No		
39.	<b>Padlocks:</b>			
39.1	75mm Solid hardened padlock	8 No		
40.	<b>Cupboard and drawer locks:</b>			
40.1	Euro profile single cylinder lock with Euro profile lock case and brass forend.	17 No		
41.	<b>Cupboards and drawer locks:</b>			
41.1	32mm Brass plated cylinder cupboard lock	12 No		
42.	<b>Bathroom fittings work:</b>			
42.1	Chromium plated toilet roll holder	2 No		
43.	<b>Bathroom fittings work:</b>			
43.1	20mm Chromium plated shower curtain rail 900mm long including end flange brackets.	2		

	Description	Quantity	Unit Rate	Total Price
<b>44.</b>	<b>Bathroom fittings work:</b>			
44.1	Shower curtain of 100% polyester mildew resistant and water proof fabric size 1450 x 2000mm long overall including 30mm diameter plastic rings complete.	2 No		
<b>45.</b>	<b>Washing lines:</b>			
45.1	Approved PVC coated washing line stretched taut and tied to straining bolts.	100 m		
<b>46.</b>	<b>Washing lines:</b>			
46.1	T-shaped washing line post 1900mm high x 900mm wide extreme formed of 75mm diameter x 3mm thick hollow section post 1890mm high with 50 x 50 x 10mm mild steel base plate welded to one end including two 10mm diameter mild steel U-shaped anchor rods each 420mm girth overall welded to baseplate and four 8mm diameter x 50mm long mild steel hook bolts welded on and set up into position and cast into and including 250 x 250 x 400mm deep class 20 MPa/19mm concrete footing including all excavations, backfilling, etc.	1 No		
<b>47.</b>	<b>Washing lines:</b>			
47.1	150mm galvanized turn-buckle tension bolts	4 No		
<b>48.</b>	<b>Gate frames and posts:</b>			
48.1	40 x 40 x 3mm mild steel hollow section gate post 2000mm long with and including three dovetailed lugs size 20 x 3 x 250mm long welded on and built into brick wall.	5 No		
<b>49.</b>	<b>Gates:</b>			
49.1	Single gate leaf size 810 x 2000mm high overall formed of 40 x 40 x 3mm mild steel hollow section frame around and two horizontal intermediate rails and filled in with and including 20 x 20 x 2mm hollow section vertical bars at approximately 70mm centers passed through and welded to the intermediate rails, including 100mm weld-on type hinges, narrow style double cylinder lock with eschutcheons riveted to leaf and a 40 x 5mm mild steel flat gate stop welded on to one stile for the full gate height.	5 No		

	Description	Quantity	Unit Rate	Total Price
<b>50.</b>	<b>1.2mm Double rebated frames suitable for one brick walls:</b>			
50.1	Frame for door size 813 x 2032mm high with 305mm high fanlight over.	2 No		
<b>51.</b>	<b>One coat combo plaster steel troweled smooth on brickwork to:</b>			
51.1	Walls	6 m <sup>2</sup>		
<b>52.</b>	<b>200 x 200 x 5mm White glazed ceramic wall tiles to walls:</b>			
52.1	Walls	50 m <sup>2</sup>		
<b>53.</b>	<b>Take delivery of, transport to the site, store, protect and lay mazita or natural stone floor tiles of differing:</b>			
53.1	Floor to patterns	35 m <sup>2</sup>		
<b>54.</b>	<b>Take delivery of, transport to the site, store, protect and lay ceramic floor tiles of differing sizes fixed and including adhesive to screed surfaces:</b>			
54.1	Skirting 100mm high	15 m		
<b>55.</b>	<b>Stainless steel:</b>			
55.1	Double end bowl inset sink and drainer unit size 1200 x 500mm.	1 No		
<b>56.</b>	<b>White vitreous china or glazed fireclay:</b>			
56.1	Basin size 510 x 405mm with two tap-holes bolted to walls.	2 No		
<b>57.</b>	<b>White vitreous china or glazed fireclay:</b>			
57.1	Low level close coupled W.C suite comprising wash down pan with matching 9-litre low level cistern with lid and fittings and heavy-duty double flap and seat fixed to wall and floor.	2 No		
<b>58.</b>	<b>Porcelain enameled steel baths:</b>			
58.1	Bath size 1700 x 700mm with adjustable feet, anti-slip finish and chrome handles.	1 No		
<b>59.</b>	<b>Vacuum breakers, relief valves, etc.</b>			
59.1	20mm Vacuum breaker	1 No		

	Description	Quantity	Unit Rate	Total Price
<b>60.</b>	<b>Vacuum breakers, relief valves, etc.</b>			
60.1	20mm Expansion relief valve (400kPa)	2 No		
<b>61.</b>	<b>Vacuum breakers, relief valves, etc.</b>			
61.1	20mm "Masterflo" 200kPa pressure reducing valve with strainer and integral non-return valve.	1 No		
<b>62.</b>	<b>Brass taps:</b>			
62.1	20mm Stop tap	1 No		
<b>63.</b>	<b>Chrome plated brass taps and sundries:</b>			
63.1	15mm Angle regulating valve with 10mm chromium plated copper service pipe 300mm girth bent as required.	4 No		
<b>64.</b>	<b>Chrome plated brass taps and sundries:</b>			
64.1	15mm Raised nose pillar taps	4 No		
<b>65.</b>	<b>Chrome plated brass taps and sundries:</b>			
65.1	15mm Single tap-hole sink mixer with swivel outlet and angle regulating valves.	1 No		
<b>66.</b>	<b>Chrome plated brass taps and sundries:</b>			
66.1	20mm Wall type bath mixer with diverter spout, conical cradle and hand-shower with flexible tube:	1 No		
<b>67.</b>	<b>Chromium plated brass taps and sundries:</b>			
67.1	15mm Under-wall type shower cubicle set comprising two under-wall pattern stop taps with cover plates, overhead shower arm and adjustable shower rose.	2 No		
<b>68.</b>	<b>Hot water geysers to 600 kPa:</b>			
68.1	100-litre geyser for horizontal and vertical installation.	1 No		
<b>69.</b>	<b>Hard drawn thin walled class 0 copper pipes to SABS 460 including all straight joints and connectors:</b>			
69.1	15mm Pipe fixed or chased into walls	18 m		
<b>70.</b>	<b>Hard drawn thin walled class 0 copper pipes to SABS 460 including all straight joints and connectors:</b>			
70.1	22mm Pipe fixed or chased into walls	6 m		



	Description	Quantity	Unit Rate	Total Price
<b>71.</b>	<b>Extra over class 0 copper pipes for brass capillary fittings:</b>			
71.1	15mm Fittings (elbows, tees, reducing tees, adaptor couplings, etc.)	7 No		
<b>72.</b>	<b>Extra over class 0 copper pipes for brass capillary fittings:</b>			
72.1	22mm Fittings (elbows, tees, reducing tees, adaptor couplings, etc.)	4 No		
<b>73.</b>	<b>Extra over uPVC pipes for fittings:</b>			
73.1	110mm Access bend with vent horn	2 No		
<b>74.</b>	<b>Extra over u PVC pipes for fittings:</b>			
74.1	110mm Pan connector	2 No		
<b>75.</b>	<b>Underground twin-wall uPVC structured wall pipes laid inn ground, including excavations, backfilling, etc. and all straight joints between pipes:</b>			
75.1	110mm Pipes vertically or ramped to cleaning eyes, etc (no excavation)	6 m		
<b>76.</b>	<b>Cast iron gratings:</b>			
76.1	600 x 600mm Double seal manhole cover and frame type 8B (124kg)	2 No		
<b>77.</b>	<b>4mm Clear float glass:</b>			
77.1	Panes exceeding 0.5 m <sup>2</sup> and not exceeding 2 m <sup>2</sup>	5 No		
<b>78.</b>	<b>4mm Silvered float glass copper backed mirrors with polished edges fixed to walls:</b>			
78.1	Mirror size 600 x 600mm high	2 No		
<b>79.</b>	<b>One coat primer or sealer, one undercoat and two coats Acrylic PVA paint:</b>			
79.1	On ceilings, including cornices and cover strips.	25 m <sup>2</sup>		
<b>80.</b>	<b>One coat sealer and two coats marble plaster textured paint coating:</b>			
80.1	On ceilings, including cornices and cover strips.	140 m <sup>2</sup>		

	Description	Quantity	Unit Rate	Total Price
81.	Touch up factory primer and one coat undercoat and two coats gloss enamel paint:			
81.1	On flush panel doors and frames	53 m <sup>2</sup>		
82.	One coat primer, one coat undercoat and two coats gloss enamel paint:			
82.1	On gates, grills, burglar screens, balustrades, etc.	21 m <sup>2</sup>		
83.	Site clearance:			
83.1	Digging up and removing rubbish, debris, vegetation, hedges, shrubs and trees not exceeding 200mm girth, bush, etc.	1225 m <sup>2</sup>		
84.	Cutting down and removing, grubbing up roots and filling in holes:			
84.1	Tree exceeding 200mm and not exceeding 500mm girth.	3 No		
	<b>TOTAL VALUE OF BUILDING ITEMS</b>			
	<b>PRELIMINARIES @8%</b>			
	<b>SUB - TOTAL</b>			
	<b>CONTINGENCIES @10%</b>			
	<b>SUB - TOTAL</b>			
	<b>VAT @15%</b>			
	<b>GRANT TOTAL</b>			

**NB: THE BIDDER'S ITEM PRICES SHOULD INCLUDE THE COST OF LABOUR.**