



TENDER DOCUMENT

**FOR THE AIR CONDITIONING AND VENTILATION INSTALLATION
FOR BETAPOINT
FOR PROJECT SPRINGBOK**

Revision 0

09/09/2025

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PART 1

RETURNABLES

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1 RETURNABLES

1.1 TENDER SUM

Tenderers price strictly in accordance with the air conditioning and ventilation specification **G4260** for **PROJECT SPRINGBOK**

The entire installation must conform to the requirements of this specification and must be complete in every aspect.

		AMOUNT
PRICE	G4260 HVAC Tender Document	R
ADD	Provisional Sum for Design and Development	R 50 000.00
	SUB TOTAL TENDER SUM (excluding 15% VAT)	R
ADD	15% Value Added Tax (VAT)	R
	TOTAL TENDER SUM (including 15% VAT)	R

(Transferred to N-S Subcontract Agreement page)

Thus, done and signed at _____ on _____ day of _____ 2025.

Name of Signatory

Capacity

Company Details

**WE ACKNOWLEDGE COMPLIANCE TO GPCE TENDER DOCUMENT & TECHNICAL
SPECIFICATION**

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1.2 COST BREAKDOWN

A detailed cost breakdown to be supplied by each tenderer at time of tender. This detailed cost breakdown supplied by the HVAC Contractor is to be used as the basis for controlling costs and substantiating claims for payment to the air conditioning sub-contractor.

Re-measurement of the works and agreement on quantities will take place throughout the course of the project. The sub-contractor will be responsible for re-measurement, with checking and approval by the Consulting Engineer.

The sub-contractor needs to submit cost for additions and omissions to the Consulting Engineer within 21 days for approval.

Percentage completion is to be reflected on the breakdown, which is to accompany all Progress Claims. No payments will be made for claims which are not accompanied by the updated measurement of work done.

1.3 RATES

The following rates are to be provided at tender stage and returned with the submission at tender closing. These rates are to be as per the allowances used to compile the submission. These rates shall be used to assess variations during the project.

Should these rates be different from those supplied in the tender submission, the lower of the two will apply for variation assessment.

Preliminary & General _____% Mark-up to cover overheads and profit _____%

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1.4 SCHEDULE OF EQUIPMENT

Tenderers must offer the equipment specified below as part of their main offer.

Should tenderers wish to offer an alternative suppliers' equipment not listed below this may be done under separate cover. However, equipment compliance to our specification, unit handling and equipment size must be compatible with the design as indicated on the drawings and is the responsibility of the contractor to ensure this is adhered to at tender stage.

EQUIPMENT	APPROVED SUPPLIERS	NAME OF SUPPLIER TENDERED
VRV Units	Open to All Suppliers	
Fans	Open to All Suppliers	
Diffusers and Disc Valves	Open to All Suppliers	
Grilles	Open to All Suppliers	
Weather Louvres	Open to All Suppliers	

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1.5 SUB-CONTRACT WORK : WHERE APPLICABLE

Tenderers to list any work or service which they intend to sublet and name the firm to whom they propose subletting the work.

SERVICE	NAME OF FIRM
Ductwork Fabrication	
Ductwork Installation	
DB's and Controls	

PART 2

TENDER CONDITIONS AND PROJECT DESCRIPTION

2 TENDER CONDITIONS AND PROJECT DESCRIPTION

2.1 INSPECTION OF DOCUMENTS

It is hereby deemed that the tenderer shall have carried out a full and detailed inspection of all drawings, tender documents (Parts 1,2,3,4) and site conditions prior to the submission of the tender for this project. By such an inspection the tenderer shall be deemed to be fully informed of all matters which may influence his tender. No claim of any nature whatsoever will be considered after the submission of tenders, due to failure on the part of the tenderer to fulfil this obligation.

Cognisance must be taken of all the information when pricing. Should the tenderer consider that inadequate information has been provided he shall apply in writing to Graeme Page Consulting Engineers for complete information, as no claim in this respect will be considered after receipt of tenders.

2.2 CONTRACT

The successful tenderer for the Heating, Ventilation and Air Conditioning installation will be appointed as a selected sub-contractor to the main contractor.

The preliminaries applicable to the Main Contract Agreement are included in Part 3 of this tender document.

The Terms & Conditions of Contract shall be in general accordance with JBCC Series 2000 Edition 6.1 published March 2014 N-S Subcontract Agreement Contract Data SE.

The penalties for late completion shall be as stated in the preliminaries applicable to the Main Contract Agreement in Part 3 of this tender document.

2.2.1 Contract Period

The construction on site has already commenced and practical completion for the project will be as provided by the PQS documentation.

Tenderers are to ensure that they can comply with the programme requirements of the Main Contract. High level program is included by the PQS.

2.3 SUBMISSION DETAILS

Tenders shall be submitted on the Form of Tender accompanied by all the documents issued herewith duly complete.

2.3.1 Key Milestone Dates

As per requirements from PQS.

All tenders must be valid for 60 (sixty) days from date of tender submission.

The lowest tender will not necessarily be accepted. Any Tender which does not comply with the requirements stated in these documents may be considered invalid. Tenderers may include with their Tenders any descriptive matter which, if referred to in the Tender, will form part of the Tender. In case of any discrepancy, however, the issued Tender and Contract documents and information completed therein by the Tenderer, will be considered as the valid and binding Tender.

2.4 PRICING OF TENDERS

Prices are required to be included in the tender for each offer and the right is hereby reserved to accept all or part of the items listed and priced for. The prices shall be presented and be compiled in the tender pricing schedule included in Part 1.

2.4.1 Foreign Exchange Risks

Preference will be given to tenders for which forward cover against foreign exchange variations will be provided by the tenderer. The tenderer shall state in the Price Adjustment Schedule whether he will provide this cover.

If no mention is made, it is accepted that the contractor allowed in the tender price for forward cover against foreign exchange variations. If the contract price or part thereof is subject to adjustment for variations in rates of foreign exchange, the rate applied shall be that ruling at the date for the contractual despatch ex-factory.

2.4.2 Escalation

The fully completed tender price and rates shall be fixed and firm for the duration of the contract and shall not be subject to escalation.

2.4.3 Value Added Tax

Tenderers shall allow for Value Added Tax in the tender prices as indicated in the Form of Tender and if applicable, the Schedule of Quantities. VAT is currently applicable and shall apply. Should the percentage tax be adjusted during the currency of the contract, the increase or decrease will apply only to such materials as have been purchased at the date of the change.

2.5 ALTERNATIVE OFFERS

If the Tenderer wishes to submit other offers in place of any of the provisions of the Requirements for Tendering, Conditions of Contract, Specification or Schedules, he shall set out details of his proposals in a separate covering letter.

2.6 SCHEDULE OF SUB-CONTRACTS

The Tenderer shall state in the Schedule of Proposed Sub-Contractors the name of any Sub-Contractors he proposes to employ to assist him to complete the Works and the proposed extent of the Sub-Contractor's responsibilities.

All sub-contractors who are proposed to be used during the contract must be nominated for the Engineer or Client's representative to sanction such choices.

2.7 COPYRIGHT

No part of any document enclosed in this enquiry may be copied, photographed, or repeated in any manner or by any processes without the written consent of the Engineer. Copyright is reserved on all designs, specifications, patents and patentable designs, systems and processes contained in the documents and drawings. The person, firm, body, or contractor to whom these documents and drawings are issued or made available, shall be held responsible, jointly or severally, in their personal and corporate capacities for any contravention of this requirement for tendering and/or copyright clause contained in the documents.

2.8 DESCRIPTION OF PROJECT

This tender is for PROJECT SPRINGBOK located in Sandton

The sub-contract includes the supply, delivery, installation, commissioning, guarantee and 12 month “free” maintenance of the new mechanical air conditioning and ventilation systems designed for PROJECT SPRINGBOK The one-year guarantee and maintenance period will commence once practical completion has been reached.

The Client is SA Tourism

The Consulting Engineers will be Graeme Page Consulting Engineers (Pty) Ltd.

The Engineer is the single point of contact for this contract, please keep the Engineer copied (and always informed of all correspondence).

2.9 SITE DESCRIPTION AND CONSTRAINTS

Site Location: Erf 50

Protea Road , Chiselhurst

Sandton

Electricity will be available on site. The contractor will be responsible for providing a suitable extension cable from the point of supply to the point of use. Extension cables shall be safe and free from defects.

The contractor will provide test certificates or logs on all lifting equipment if requested by the main contractor, the consultant or personnel authorized by the main contractor or client.

The contractor will provide the designated crane driver's certificate prior to establishment on site. The certificate must be current and acceptable, in terms of the Occupational Health and Safety Act.

2.9.1 Site Constraints

It is the responsibility of the Tenderer to visit the site during the tender phase and to familiarise himself with conditions related to it.

At this visit the Contractor is also to familiarise themselves with any equipment rigging conditions. The tenderer is responsible for rigging of his equipment into position.

No claim for additional payment related to ignorance of site conditions will be accepted. By submitting a tender, it is accepted that the tenderer is fully aware of all site conditions as well as the access to it and has allowed for this in his tender price.

2.10 REFERENCE DOCUMENTATION

All equipment specifications can be read from the equipment schedules on the drawings. If the equipment schedules on the drawings are incomplete or incorrect the author of the tender document needs to be contacted for more information.

The drawings are for tender purposes only and shall not be used for ordering and purchasing. Construction Drawings will be issued post Contractor Appointment.

DRAWING #	DRAWING DESCRIPTION	REV
G4260-1001	G4260-1001_HVAC INSTALLATION_GROUND FLOOR LAYOUT	A
G4260-1002	G4260-1002_HVAC INSTALLATION_FIRST FLOOR LAYOUT	A
G4260-1003	G4260-1003_HVAC INSTALLATION_ROOF LAYOUT	A

2.11 SITE DESIGN CONDITIONS AND INSIDE CONDITIONS REQUIRED

- Site Conditions:
 - Altitude 1700m above Sea Level
 - Outside Design Conditions

Summer	32.0°C db and 20,0°C wb
Winter	0°C db
 - Electrical Supply 400 volt, 3 phase 50 Hertz plus neutral and earth or 230 volt, 1 phase 50 Hertz
- Inside Conditions Required:
 - Temperature

Summer	22,5°C db
Winter	20,0°C db
- Tolerance:
 - Differential of Controls within $\pm 1.5^{\circ}\text{C}$
 - Relative Humidity 50%
- No provision shall be made for the control of relative humidity.
- Maximum allowable noise levels:
 - General Offices NC40
 - Meeting rooms NC30

2.12 DETAILED DESCRIPTION OF INSTALLATION

Offices - VRV

All offices will be air conditioned by means of several VRV heat recovery cassette & hideaway ducted units. The systems have been designed to provide 1 system per floor or as indicated on the drawings. Outdoor units for VRV heat recovery systems will be installed in a dedicated HVAC plant area on the roof slab as indicated on the drawings. Each heat recovery box to be equipped with shutoff valves on connection ports. Supply air to each space will be by means of externally insulated Sheetmetal ducting and supply air diffusers. Fresh air will be supplied to these units by means of an axial flow or in line tube fan drawing air from outside the building on the roof slab complete with a filter box and galvanised ducting. Return air to the units will be by means of return air grilles connected to the return air plenum boxes behind the unit.

All supply and return air grilles and supply air diffusers will all be powder coated white (RAL 9010) unless otherwise stated. Circular diffusers are to include ceiling mounting ring.

Hard wired control panels to be mounted as shown at 1500AFFL within the space.

A central controller to be installed for each floor, position to be confirmed.

2.13 TECHNICAL SUBMISSIONS

The tenderer shall for the items below timeously submit full submittals to allow technical and aesthetic approvals prior to ordering.

- VRF system schematic
- Ventilation Equipment - Fans
- Terminal Devices – Diffusers, grilles, weather louvres
- Electrical wiring diagrams and control panels.

2.14 PROGRAMME

The entire air conditioning and ventilation installation must be commissioned, tested, and taken over by the engineer no later than two weeks prior to the final practical completion date of the project.

The sub-contractor will be notified of the success of his tender. Thereupon the sub-contractor shall immediately put the work in hand, notwithstanding the fact that no official sub-contract will by this time have been entered. During the period prior to the signing of an official sub-contract, but during which the

work must in terms of the above be proceeded with, the work will be administered by the engineer as if, in fact, such document had already been in force.

The sub-contractor shall be required within two weeks after acceptance of his tender, to submit to the engineer for his approval, a programme showing the order in which the works will be executed. Such programme shall show the times for the preparation of all drawings, ordering and delivery times promised by the suppliers for each major item of the plant, manufacturing and delivery times for all manufactured items, installation and the programmed dates for testing and commissioning the plant.

The dust blow-out date of all ducting installations prior to the installation of ceiling boards and tiles shall also be indicated on the programme.

The programme shall be prepared in consultation with the main contractor and the execution of the works shall be programmed to keep pace with the building programme. The sub-contractor is required to visit the site and discuss the programme with the main contractor. It shall be assumed that by submitting a tender, the sub-contractor has complied with this clause. The sub-contractor shall submit TWO copies of his programme to the engineer once approved by the principal contractor. The sub-contractor shall supply copies to the principal contractor. After submission to and approval by the engineer of such programme, the sub-contractor shall adhere to the order of procedure and method stated therein unless he obtains the written permission of the engineer to vary such order or method. The submission to and approval by the engineer of such programme shall not relieve the sub-contractor of any of his duties or responsibilities under the sub-contract.

2.15 SCOPE OF WORK

The air conditioning sub-contract shall include but not be limited to:

- Supply and installation of the air conditioning and ventilation systems as specified, including testing and commissioning to final handover, acceptance and 12 months guarantee and "free" maintenance, in monthly intervals, **resulting in 12 visits for the year.**
- The provision of all necessary controls, fire relays, instrumentation, and wiring from control panels to air conditioning and ventilation equipment as specified herein.
- The timeous provision of builder's work details.
- The co-ordination with other trades and services especially regarding structure, lighting, ceiling, and piped services layouts.
- Painting and weather proofing of exposed visible ducting, venturi-cowls, equipment, and piping, where specified, control panels and any touching up as required. Colours to be used shall be selected by the Consulting Mechanical Engineer and to suit the Architects' requirements.

- Provision of galvanised steel channel forms and holding down bolts for equipment plinths, which are required for rotating equipment. Minimum depth 150mm.
- The provision of all minimum 32mm diameter condensate drain PVC, copper and galvanised piping including traps, supports etc. from equipment into the building drainage system.
- The supply and installation of galvanised wire mesh type cable trays for the support of all interconnecting refrigeration pipe, condensate drainpipes and control cabling work and between indoor and outdoor units.
- Protect all HVAC equipment properly on site against building and painting operations, until the final handover date of the entire installation.
- The insulation and cladding of all ductwork and refrigeration piping as specified. This includes internal and external insulation / cladding of exposed ductwork and piping on the roof, mounted under concrete slabs, in ceiling or roof voids.
- Provision and installation of all necessary wiring, conduit, cable trays, relays, contactors, and switchgear to switch off units in a fire condition. This includes the wiring to the I/O points provided by the smoke / fire detection installation sub-contractor. Unless otherwise specified the fire signal will be provided by others in the form of a single, potential-free contact at each A/C board.
- Provision and installation of galvanized hail guards on all finned coils exposed to the elements, unless specifically excluded in the specifications. Hail guards to be minimum 20 mm x 20 mm galvanized weldmesh screen with angle iron frame, unless otherwise specified.
- Provision and installation of all external weather louvres and all door grilles as shown on the drawings. Provision and installation of all internal supply and return air louvres, diffusers, etc, as indicated on the tender drawings. All external openings to the building or equipment to be protected by vermin-proof screens.
- Installation ("shop") drawings.
- Record "as-built" drawings (3 copies + electronic copies on CD).
- Three sets of Operating and Maintenance manuals. A draft copy to be approved by the Consulting Mechanical Engineer, prior to the submittal of the three sets. Commissioning test reports shall indicate the actual measured and design readings and all equipment serial numbers.
- Removal from site at regular intervals of excess and waste material generated during HVAC works.

2.15.1 Electrical Work

Unless otherwise indicated or specified, all electrical work including conduit, trunking, cable trays, wiring and cabling associated with the HVAC equipment to be supplied and installed in terms of the HVAC sub-contract, shall form part of the HVAC sub-contract.

All fans, air handling units, etc., except where otherwise noted, shall be provided with local isolators which shall form part of the main electrical sub-contract (i.e., by others).

2.15.2 Scaffolding

All scaffolding is to be provided by the air conditioning sub-contractor.

2.15.3 Spare Parts

Tenderers are to allow in their tender price for the following:

- ONE set of filters for each Air Conditioning and Ventilation system installed just prior to opening/occupation.
- ONE set of filters for each Air Conditioning and Ventilation system installed after 12 months' guarantee.

2.16 WORK TO BE CARRIED OUT BY OTHERS

The following work associated with the air conditioning installation will not be included in this sub-contract.

2.16.1 Builders Work

The provision of openings in structural concrete work, masonry brick work, roof, or wall cladding, etc. The building in of duct sleeves, burglar bars, fire damper etc, where required to provide an airtight, fire or soundproof seal. The provision of the fire dampers, duct, pipes shall, however, be the responsibility of the HVAC sub-contractor.

The final flashing and waterproofing of all pipe and duct penetrations through external walls and roofs, etc. (Temporary waterproof seals shall be carried out by the AC Sub-contractor).

The casting of level concrete plinths for mounting air conditioning equipment and the waterproofing of same.

The provision of 25mm hardwood timber frames in masonry openings as required for fixing ducts, grilles, louvres, etc.

The provision of openings in doors for door grilles and the provision of undercut doors where specified shall be carried out by others.

The provision of openings in ceilings for diffusers and the provision of additional ceiling tees to frame such openings.

The provision of minimum 600 x 600mm access panels where noted. – (Hinged type shall be required to plaster board ceilings).

The main contractor must ensure that all HVAC equipment is properly protected against building and painting operations, always, until the final hand over stage of the HVAC installation.

Supply and installation of external louvres to all air intake / discharge openings, where applicable.

2.16.2 Electrical Work

Temporary proper lighting and power will be provided to all areas, by the Main Contractor.

The supply and installation of power cables to air conditioning control panels and ventilation fans shall terminate on main isolators.

The supply and installation of switched isolators adjacent to A/C Units in the ceiling void and in plant rooms, complete with wiring, where necessary.

The supply and installation of the interconnecting wiring between the smoke detection installation and the I/O points for the HVAC system.

The provision of a separate emergency/standby power supply cable to the emergency section of the air conditioning control panels and termination on main isolators.

The provision of power supplies terminating in isolators adjacent to each toilet /kitchen/ventilation fan shall be the responsibility of the electrical sub-contractor. Final connection from isolator to fan plus starter and motor protection by HVAC sub-contractor. Where required, the interfacing of fans with light switches (ceiling fans) shall also be the responsibility of the HVAC sub-contractor.

The main electrical sub-contractor shall generally carry out the following electrical work associated with this sub-contract:

- Provide power (normal and/or emergency) to the air conditioning and ventilation control panels or isolators. Power will terminate on incoming side of main panel isolators.
- Provide power to single or three phase isolators adjacent and within 1 metre to fans and smaller equipment. Isolators shall be supplied and installed by the main electrical sub-contractor.
- Where power is provided to equipment with remote condensers, the power will be supplied local to the condensers only, by the electrical contractor.

2.16.3 Plumbing Work

Provision of trapped full bore drains adjacent to all air handling units in the plant rooms as shown on the drawings.

Provision of a water point (c/w tap) in each plant room and wherever else required, over the full bore drain to be used for washing of filters. This will also apply to any filter washing facilities installed as part of the building construction.

Connection points in the drainage stacks for connection of Ø 32 condensate drainpipes (positions to be clarified).

Trapped drain points for condensate drainage from any air conditioning unit where required and indicated on the drawings. Drainpipe between AC unit and drain point by AC sub-contractor.

PART 3

CONDITIONS OF CONTRACT AND GENERAL PRELIMINARIES