**Request for Quotation**

**Company:** Johannesburg Water

**Date:** 18-1-17

**Contact Person:** [Contact Information]

**Description of Work:**

- **Project:** [Project Description]
- **Location:** [Location Information]
- **Nature:** [Nature of Work]

**Quotation Number:** 01-01-01

**Contact Details:**

- **Telephone:** 012-345-6789
- **Fax:** 012-345-6788

**Quotation Validity:**

- **From:** 18-1-17
- **To:** 28-1-17

**Terms and Conditions:**

- **Payment Terms:** [Payment Terms]
- **Delivery Schedule:** [Delivery Schedule]

**Signature:** [Signature]

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**Notes:**

- All quotations must be returned by 28-1-17.
- Quotations will be evaluated on the 0/2/0 point scoring system, and points will be allocated to price, quality, and delivery.
- Please contact [Contact Information] for any queries.

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**Company Logo:** [Company Logo]
7. INDUCTION

An initial induction shall be done with key personnel to familiarize them with the requirements on site.

The contractor is responsible for ensuring that SHE costs are taken into consideration for the entire project.

6. COSTING FOR SHE REQUIREMENTS

A copy of the letter of good standing must be kept in the SHE file. The contractor is responsible for ensuring the letter of good standing is valid for the entire duration of the contract. The contractor and all its appointed sub-Contractor(s) shall be registered with an appropriate SHE organisation.

5. INSURANCE

Relevant SHE file.

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

4. APPOINTMENTS

On behalf of Johnsonsizing Water, this document is applicable to all contractors and suppliers conducting contractual activities for and on behalf of Johnsonsizing Water.

3. APPLICABILITY

Other legislative requirements applicable to the contract scope.

2. PURPOSE

Supply and Install Barbed Razor Wire Fencing at Bingles Plant

<table>
<thead>
<tr>
<th>Page:</th>
<th>January 2017</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
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<td>10</td>
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</table>

Title: Minimum SHE Requirements for Construction Related

Document Revisi
The contractor is responsible for ensuring that employees are trained on the safe use of the PPE, with mandatory refreshments.

Employees are required to use PPE in good condition, to be used by the employee or they will.

Contractors are required to conduct continuous inspections of the PPE issued to their employees and record the results.

Contractors must issue their employees a PPE. A copy of the PPE issue register must be kept in the SHE file.

12. PERSONAL PROTECTIVE EQUIPMENT (PPE)

Employees must acknowledge the receipt of their PPE, and this record must also be kept in the SHE file.

Improvement of occupational health and safety performance.

The objective of PPE training should be communicated to the employee as part of their induction.

The contractor should ensure that they conduct PPE training with their employees on a weekly basis.

11. TOOLBOX TALKS

Handing, transportation and disposal

The following method statements / safe working procedures must be completed.

10. SAFE WORKING PROCEDURES / METHOD STATEMENTS

Therefore, the task-based risk assessments will be done daily with each job being done.

The criteria for a baseline risk assessment prior to starting work, subject to the approval of the Works Manager, who has been appointed by the contractor to conduct work for another body.

Every Competent person must be appointed to conduct a baseline risk assessment prior to starting work.

9. RISK ASSESSMENT

Approval will be granted when the critical items have been sufficiently addressed.

Once approved, the contractor can submit their safety file for approval.

It is also required to conduct their company specific induction.

Once Inductions are approved, we will conduct an induction on SHE requirements and the contractor.

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<tr>
<th>Page:</th>
<th>OHS Projects</th>
<th>Author</th>
<th>Revision</th>
</tr>
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<tbody>
<tr>
<td>01</td>
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16. **Public Health and Safety**

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

**15. Notification of Construction Work**

The contractor shall develop an incident management procedure and communicate with all employees.

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

**14. Incident Reporting and Investigation**

An Incident Report shall contain mandatory and prescribed symbolic safety signs in their laydown and site.

- All signs must comply to SANS/SABS requirements.
- Appropriate warning, mandatory and information signs must be placed where required.
- Appropriate symbolic signage must be displayed where it is required by legislation.

**13. Workplace Signage**

- Eye, Face and ear protection.
- Protective headwear and protective footwear.
- Protective overalls.

On any JHCUW projects, all employees shall, as a minimum, be required to wear the following personal protective equipment:

- No shorts or dress shoes shall be allowed on site.

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<th>Page</th>
<th>Effective Date</th>
<th>1</th>
<th>Page</th>
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<th>JHCUW Projects</th>
<th>Minimum SHE Requirements for Construction Related</th>
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Non-sparking tools must be used in areas where the risk of fire or explosion is present.

- aisle one every month.
- All tools, equipment, etc. used on site must be identified, tracked, and inspected.
- All tools must be used with a marked or damaged handle.
- No chisels with mushroomed heads must be used.
- Other devices are used.
- Any tools found to be in an unsafe condition must immediately be removed from service and
- monthly by a person designated to do so.
- As far as possible all hand tools must be numbered and placed on register to be inspected.

The principal Contractor must inspect all handtools before they are brought onto the site.

14. HAND TOOLS

- Toilet paper
- Water and soap for hand washing
- Portable water for drinking.

The employer needs to provide his employees with the following:

- Some form of eating facility shielded from the sun, wind and rain must be provided.
- Some form of separate toilet facilities must be provided separately for each sex.
- Workers.
- At least cold-water showers for each sex have to be provided at a ratio of 1 shower per 15

Flushing toilets on the construction premises.

Toilets have to be provided at a ratio of 1 toilet per 30 workers. The principal Contractor shall provide
construction regulation 56. Chemical toilets are allowed instead of the water borne sewage type.

The provision of toilets for each sex is required in terms of the National Building Regulations and

15. WELLFARE FACILITIES

- No employee shall be accommodated on site.

17. ACCOMMODATION ON SITE

- Safe walkways with relevant signage
- can move safely and without risks to health, including suitable and suitable traffic rules and
- The principal Contractor shall organize the site in such a manner that pedestrians and vehicles

| Page: 01 | January 2017 | Author: | OHS: Projects 00 | Revision: | Project Code | Minimum SHE Requirements for Construction Related | Document: |
Employees obey lawful instructions regarding:

- hazardous chemical substances.
- The Principal Contractor ensure the necessary information and training is able to use and store.

2. HAZARDOUS CHEMICAL SUBSTANCES

Employees;

- understand the responsibilities of the other contractors towards them own injured and
- The Principal Contractor ensure written arrangements in place with the other contractors
and informal arrangements in place with the other contractors.

- The occupational health and safety (OH & S) is a medical facility of getting

- The Principal Contractor is a medical facility of the speedy
- The Principal Contractor must provide first-aid equipment (including a stretcher) and have

FIRST-AID

them.

- The Principal Contractor and the other contractors must hold regular produce drills of

The Principal Contractor’s emergency response plan (written confirmed / signed letter).

- Notification of the other contractors to the emergency response service of incorporation of

- The emergency response service to the following criteria must be met:

- the nearest emergency response service to the following criteria must be met:

- must know develop detailed emergency response plans and emergency procedures. Taking into

- what emergency could possibly develop.

- The Principal Contractor must conduct an emergency identification exercise and establish

- The Principal Contractor must appoint a competent person to act as emergency controller.

20. EMERGENCY MANAGEMENT

All tools shall be attached to a suitable layer when utilized in elevated positions

No homemade tools are allowed on the project.
Upon completion of the project the SHE file shall be returned to the Client for retention and close.

23. PROJECT COMPLETION

Weekly inspections and monthly audits will be conducted on site.

22. COMPLIANCE MONITORING

- MSDS's to be in 16 point font and available on site.
- Disposal requirements:
  - Hazardous chemical substances waste is disposed of safely in bins of hazardous waste and compressed air should be evacuated.
  - No person shall drink in hazardous chemical substances workshops and
  - Use of gloves, aprons, and other protective clothing, as necessary, to prevent exposure to hazardous chemical substances.

- Hazardous chemical substances, for example, asbestos dust, are not cleared by using:
  - Hazardous chemical substances on the site indicated above.
  - Hazardous chemical substances to be in accordance with the material safety data sheet of the hazardous chemical substances.

- All hazardous chemical substances are kept on site of hazardous chemical substances stored and used together.

- Suppliers provide the necessary information in the form of a material safety data sheet or used in the workplace.

- Project personnel from being directly affected by hazardous chemical substances present in the workplace and the necessary measures be taken to ensure the safety of project personnel.

- The risk assessments required in terms of construction regulation include the employee exposure to hazardous chemical substances and that the necessary measures be taken to ensure the safety of project personnel.

- The cleaning up and disposal of materials containing hazardous chemical substances
  - The wearing of protective clothing and equipment
  - The prevention of the release of hazardous chemical substances
  - The use and storage of hazardous chemical substances
  - The wearing of protective equipment

Minimum SHE Requirements for Construction Related

| Page: 01 | January 2017 | Author: OHS Projects | Revision: 00 | Document: | File: |
| Safety Officer | Appointment (CV and certificates) | X | N/A | Yes | No | N/A | X | Yes | N/A | Yes | N/A | Yes | N/A | Yes | N/A | Yes | N/A | Yes |
| Construction Supervisor | Appointment (CV and certificates) | X | N/A | Yes | N/A | Yes | No | N/A | Yes | N/A | Yes | N/A | Yes | N/A | Yes | N/A | Yes | N/A | Yes |

### Appointments and Competencies

| Induction | Approval from OHS | N/A | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes |
| PPE (boots, hard hats, overalls) | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes |
| Vaccinations | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes |
| Medicals | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes |

### Items Required Before Starting

| Yes | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes |
| Inspection Registers | Notification of Construction Work | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes |
| Safe Working Procedures | Risk Assessment | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes |
| SHE Plan | Letter of Good Standing | Yes | X | No | N/A | Yes | X | No | N/A | Yes | X | No | N/A | Yes |

### Estimated Duration: TBC

- Project Scope: Supply and Install Barbed Razor Wire Fencing at Hoggs
- Department: North Melbourne Wastewater Treatment Works
- Project Site: Plan

### Project Details

- Date: January 2017
- Pages: 1
- Author: OHS Projects
- Revision: 00

**Title:** Minimum SHE Requirements for Construction Related Projects
<table>
<thead>
<tr>
<th>SIGNATURE</th>
<th>DATE</th>
<th>DESIGNATION</th>
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Signed at: ____________________________ on this __________ Day of __________ 20__

SOC Ltd:

Annexure 1: Baseline risk assessment conducted for on behalf of Johannesburg Water

Johannesburg Water SOC Ltd. Safety, Health & Environment (SHE) Specification

annexure 1: Baseline risk assessment conducted for on behalf of Johannesburg Water.

The Contractor confirms that this document is in compliance with the requirements contained within the following documentation:

<table>
<thead>
<tr>
<th>PAGE</th>
<th>REVISION</th>
<th>DATE</th>
<th>AUTHOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>0</td>
<td>January 2017</td>
<td>OHS Projects</td>
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Minimum SHE Requirements for Construction Related

R & F Projects

Document Title: