



Project Deliverables:

The Appointment involved the general repairs, renovations, alterations and replacements of the following infrastructure:

1. Buildings;
2. Plumbing;
3. Aluminum Doors;
4. Canteen Equipment Maintenance;
5. Electrical Low Voltage Reticulations;
6. Emergency Power (Generators and UPSs);
7. Signage - Road Side Signage
8. Electrical Medium Voltage Reticulation;
9. Fire Equipment;
10. Roads and Civil works;
11. Road Markings;
12. Specialized Bulk Water Systems;
13. Fencing, and;
14. Roof Repairs and Installation.

Project Team:

Employer:

COEGA Development Corporation



Employers Rep : Mr Mandla Maqanda

Contact No : (041) 403- 0825/ 0836611976
mandla.maqanda@coega.co.za

Consultant:

T-Square Engineers



Project Engineer: Kehitlhile Masisi PrEng PrCPM PrCMentor PMP

Contact No. (041) 368-7305 / 0824901132
Kehitlhile.masisi@tsquaregroup.co.za

Main Contractor

Focus Power Engineering (Pty) Ltd



Contracts Director: Ms Samukelisiwe Masisi

Contact No. : (082) 920 – 1784
samkem@focuspower.co.za

OHS Plan Submitted:	September 9, 2019
Commencement of Contract	September 1, 2019
Commencement of Works	September 9, 2019
Contract Duration (Weeks)	31
Planned Completion Date:	September 29, 2022
EOT Granted (days)	0
Revised Completion Date:	September 29, 2022
Actual Completion Date:	September 29, 2022
Time Lapsed (%)	60%
Project Behind Schedule (days)	-3

CONTRACT FINANCIAL INFORMATION

1	Contractors Costs	
1.1	Original Contract Amount (Tender Amount) (Vat Incl)	1,769,000.29
1.2	Contract Award Amount	1,769,000.29
1.3	Scheduled Quantities (Full Scope): (Vat Excl)	1,769,000.29
1.4	Contingency Allowance (Employers Control)	0.00
1.5	Contract Price Adjustment	0.00
Sub-Total		1,769,000.29
Add Vat @14%		247,660.04
Total Construction Costs:		2,016,660.33
Expenditure to date:		1,205,297.89
% Expenditure:		60%



• right PLACE • right TIME • right CHOICE

Corner Alcyon & Zibuko Street, Zone 1, Coega SEZ, Port Elizabeth, 6100
Coega Development Corporation, Private Bag X6009, Port Elizabeth, 6000, South Africa
Tel: • 27 (0) 41 403 0400 • E-mail: contact@coega.co.za • Website: www.coega.co.za
ISO 9001 14001 20001 27001 31000 • OHSAS 18001

FOCUS POWER ENGINEERING (PTY) LTD

Date: 20 August 2019

Gecko Park
9 Buffelsfontein Street
Mount Pleasant
6070

Our Ref: CDC-OPS-LET-138-19

By email to: samkem@focuspower.co.za

Attention: Samukelisiwe Masisi

Dear Sir,

**LETTER OF APPOINTMENT: CONTRACT NO: CDC/68/19 – PREFERRED SERVICE
PROVIDER ROADS AND CIVILS FOR COEGA SEZ AND NMBLP**

The Coega Development Corporation (CDC) has now concluded the procurement process of the above mentioned contract. We have pleasure in advising you of the acceptance of your offer by the Coega Development Corporation (CDC) for the above mentioned contract.

The combined tendered rate for Corrective Maintenance Service (Installations and Repair Work) as calculated from your submitted pricing schedule (Refer to attached Annexure A) is as stipulated on the table below;

Contract Number	Contract Description	Combine Rate / Hour
CDC/68/19	Roads and Civils Works	R 933.29

It is important to note that the work expected from you in terms of this agreement, will be performed under the management and control of the CDC's Facilities Manager, who will brief you and co-ordinate/manage the service requirement.

To enable the CDC to conclude this appointment, the CDC requires you to furnish the following information within **7 days** of receipt of this letter:

Directors: Dr. P. Jaurden (Chairperson); A. Mjekula (Deputy Chairperson); M. Silinga (CEO);
S. Khan; B. Mdyesha; P. Xuza; N. Mthembu; Dr. M. Mnyende; M. Sogoni; M. Mququ
Company Secretary: M. Mbina
Registration No.: 82003891/07



- a) Written acceptance of this appointment on your company letterhead.
- b) Written confirmation of the validity of your offer.
- c) Written confirmation of the willingness to negotiate the percentage mark ups;
- d) Copies of Insurance policies in respect of the Works, Injury to Persons and Damage to Property and Contractor's Personnel, and evidence of payment of current premiums;
- e) A Health and Safety File;
- f) Letters of Appointment, together with names, qualifications and record of experience of the key personnel that would be working on the contract

Failure to provide all the required information within the stipulated time, or such other time as may be agreed to with the CDC may lead to your appointment being cancelled and awarded to the next preferred bidder.

The CDC hereby invites your company to the pre-commencement meeting scheduled for the 22nd of August 2019 at 12h00 at CDC Business Centre in Port Elizabeth in order to review above documentation, discuss all commencement details including introduction to project team.

Should you require further clarity in this regard, please contact the undersigned and copy the Project Manager Mr Mandla Maqanda (mandla.maqanda@coega.co.za) in all correspondences.

The CDC is looking forward to a healthy working relationship with you and to a successful implementation and timeous completion of the project.

Kind Regards,



Zine Mtanda

Acting Unit Head: Supply Chain Management

Coega Development Corporation (Pty) Ltd

cc: *Menzi Mbina* : *Unit Head – Legal Services*
 Zuko Mqhatu : *Unit Head – Property Development and Maintenance*

Directors: Dr. P. Jourdan (Chairperson); A. Mjekula (Deputy Chairperson); M. Silinga (CEO);
 S. Khen; B. Mdyesha; P. Xuza; N. Mthembu; Dr. M. Mnyande; M. Sogoni; M. Mququ
Company Secretary: M. Mbina
Registration No.: 82003891/07



Your Ref CDC-OPS-LET-138-19
 Our Ref L01.CDC/138_Acceptance Letter
 Enquiries SI Masisi
 Telephone No (+27 41) 368 - 7301
 Fax No (086) 515 - 3883
 Email samkem@focuspower.co.za

Date Wednesday 21, August 2019

**THE ACTING HEAD: SUPPLY CHAIN MANAGEMENT
COEGA DEVELOPMENT CORPORATION:**

Corner Alycon & Zibuko Street
 Zone 1, Coega SEZ
 PORT ELIZABETH, 6100

Attention: Mr. Zine Mtanda
Tel No: (+27 41) 403 - 0400
Fax No: (+27 41) 403 - 0401
Email: mandla.maqanda@coega.co.za

Dear Sir

CONTRACT NO. CDC/68/19 – PREFERRED SERVICE PROVIDER ROADS AND CIVILS FOR COEGA SEZ AND NMBLP – ACCEPTANCE OF APPOINTMENT.

We refer to your letter of appointment dated 20th August 2019 received by Focus on the 21st August 2019 in connection with the above project.

We accept with gratitude the appointment of Focus Power Engineering (Pty) Ltd and would like to provide the following information as requested:

1. Project Team

We have assigned the following officials as our team on the project:

#	Name	Responsibility	Contact Details	
1	Samukelisiwe Masisi	Contracts Manager	Telephone:	(+27 41) 368 - 7305
			Cell phone:	(+27) 82 920 - 1784
			Email:	samkem@focuspower.co.za
2	Sam Masisi PrEngTech PrCPM PrCMentor CPMP "Arb"	Construction Manager	Telephone:	(+27 41) 368 - 7305
			Cell phone:	(+27) 82 490 - 1132
			Email:	samuelm@focuspower.co.za

OFFICES:

DELMAS, DURBAN - EAST LONDON - GAUTENG (JOHANNESBURG)
 KIMBERLY - KLERKSDORP - KOKSTAD - LIMPOPO (POLOKWANE)
 MTHATHA - NEWCASTLE - PORT ELIZABETH - POTCHEFSTROOM
 PRETORIA - QUEENSTOWN - THABA NCHU - VRYBURG

3. Required Mandatory Documents

As requested, kindly take note of the following and advise accordingly:

- (a) Acceptance Letter – This letter for your attention;
- (b) Written Confirmation of the Validity of the Offer – We confirm that our offer submitted to Coega on the 5th April 2019 remains valid;
- (c) Negotiation of Percentage Mark-up – We confirm that we are flexible in as far as negotiation of percentage mark-up are concern, we will avail myself at your request;
- (d) Insurance Policies – we have attached a copy of our Insurance policy as **Appendix A**;
- (e) Health and Safety File – Health and Safety File including Plan are normally project specific and mostly in line with the Employers Occupational Health and Safety specifications. Premised on the above, may you kindly finish us with your OH&S specifications at your earliest convenience please. Once project details are received, we will compile and submit a comprehensive Health and Safety File for your perusal and approval;
- (f) Proposed Key Personnel – we have attached CV's and Credentials of our proposed team as **Appendix B**.

4. Project Initiation Meeting

We confirm our availability for the pre-commencement meeting as scheduled by your good-self on Thursday 22, August 2019 @12h00, our Contracts Manager and Construction Manager will be in attendance.

5. Programme

A Baseline programme of implementation will be prepared once the project details have been received.

We are very pleased to undertake this assignment and look forward to working with you and your professional team on the project and most importantly, to be your strategic partner of choice.

For any clarity or additional information please don't hesitate to contact our **Ms Samukelisiwe Masisi** on the above mentioned contact details.

Kind Regards



Samukelisiwe Masisi
Managing Director

C:\Users\Sam\Desktop\FOCUS PROJECTS\F01_Confirmed\10. EC01-001-1009 - COEGA-CE\1. Project Appointments\1.2. Letter of Acceptance\101.CDC\138)_Acceptance_21082019.docx

Cc: Mr. Sam Masisi

: Focus Power Engineering

: samuelm@focuspower.co.za



Subject : Client Satisfaction Form

Authorised:

Contractor: **Focus Power Engineering (Pty) Ltd****ASSESSMENT OF CLIENT SATISFACTION**

Name of Client

COEGA DEVELOPMENT CORPORATION

Name of Project

Maintenance of Civil and Building Infrastructure within COEGA SEZ

Project Number

CDC/68/19 / CDC/112/19

Project Start Date:

1-Sep-2019

Project Completion Date:

To date (36 Months)

Final Contract Amount:

R1 769 000.29 (Vat Inclusive)

Assessment Category		RATING				
		Unacceptable	Poor	Fair	Good	Excellent
1.	Time taken to submit Contractual Documents i.e. OHS File etc;					✓
2.	Formulation & Presentation of Baseline Programme;					✓
3.	Actual Programming of works;					✓
4.	The availability of resources i.e. staff, machinery, money;					✓
5.	Controlling of resources on site and setting out of works;				✓	✓
6.	Execution of Principal Agent Instructions;					✓
7.	Financial controlling System in place;					✓
8.	Quality of Payment Certificates submitted;					✓
9.	Quality of Project Progress Reports submitted;					✓
10.	Compliance of input with respect to the project time schedule;				✓	✓
11.	Overall project administration & communication with all;					✓
12.	The way the project was finalised / closed-out.					✓

How likely are you to recommend **Focus Power** to other companies, Clients, Friends or Colleagues?

0

-

10

10

COMMENTS

Favourable comments:

Aspects that may be improved:

WELL ORGANISED
VERY PROFESSIONAL

APPROVALS

Focus: Contracts Manager:

K.S MASISI

Signature:

Date: 01/11/2020

Focus: Managing Director:

S.I MASISI

Signature:

Date: 01/11/2020

CLIENT'S REPRESENTATIVE

Name:

MANDLA MANDANDA

Signature:

Date:

05 NOVEMBER 2020

Contract No:

CDC/68/19 CDC/112/19

Company Stamp: