

Answers to questions received – Refurbishment and space optimisation RFP

Question: Would we be able to get an extension to the submission as it is a fair amount of work to be completed in one week?

Answer: We will be submitting a request to our Procurement Committee requesting an extension. The Committee only convenes on Thursday 11 October 2018. The outcome of the request will be uploaded to the website by latest close of business on this date or as soon as it can be done.

Project specific questions:

Question: What is the size of the existing generator and UPS?

Answer: The top floor is fed by a 40 Kva Generator, and a 10 Kva UPS is installed.

Question: Is a small patch room required to both east and west wings?

Answer: A room for the IT infrastructure is only required on the west wing as all IT infrastructure will be run from there.

Question: Is all new furniture to be procured?

Answer: Furniture for the whole floor is to be procured.

Question: Is Council approval to be included in the costing?

Answer: Yes.

Question: Is fire signage to be included in costing?

Answer: Yes

Question: Is rational fire design and implementation required, servicing and supply of required fire extinguishers?

Answer: Where necessary, to comply with current fire regulations, additional fire extinguishers are to be supplied.

Question: Should cableways for data be included?

Answer: Yes

Question: Data and security by Eskom and not included

Answer: Provision must be made for all of the above to be installed, i.e, a point of entry at each workstation for data and telephony. The actual installation of the wiring, etc, will be added to the contract amount based on quotes from our service providers. The same will apply for the security installation.

Question: Is a new hvac system to be designed and installed?

Answer: Correct – all existing air-conditioning infrastructure is to be removed and replaced with efficient green units, i.e. Inverter units.

Question: Do we need to create “green” systems / materials where we can?

Answer: All materials are to be Green, i.e. low VC paint etc.

Question: Is the cost of TV's / Standard LED to be included?

Answer: Correct.

Question: Is the DSTV link to 3 off points to be included?

Answer: DSTV links to be provided in both the work area as well as the meeting room areas.

Question: We also need CAD drawings – do you have them?

Answer: No CAD drawings are available.

On seating and also soft seating at reception

Question: How many soft seating must be there at reception?

Answer: The current 4 soft chairs will be moved as part of the reception relocation, but extra seating can be provided for based on the final design and size of the reception area, taking into consideration that the meeting areas are quite extensive.

Question: The 10 employees in the open plan, do they have managers' tables or open plan tables as in Isivuno House, if manager tables do they get visitor chairs before them and how many?

Answer: Managers tables to be provided and one visitors chair per workstation.

Question: The 4 station in the exiting close office, for what is this, we need more info to space plan this?

Answer: This will be for 4 individuals who will sit in a cluster configuration, with a TV point.

Question: Can the IT and UPS room be in the same room?

Answer: Preferably not as the UPS generates a lot of heat that may interfere with the working of the IT infrastructure, so a separate space will have to be provided for this.

Question: How many printers will be in the open plan area?

Answer: Provision can be made for 2 as well as one in the enclosed area.

Question: Will all ceiling tiles need to be removed and replaced with new ceiling tiles as per our site inspection?

Answer: That is correct. It is a sound damping and isolating substance with a vinyl front.

Question: Do we replace light fittings with new ones?

Answer: Existing light fittings to be utilised, unless more is needed to complete the lighting in the area. In the boardrooms your expertise in design of the spaces will dictate what lighting is to be used.

Question: Do we use light sensors or light switches?

Answer: Light sensors to be used in all areas, but light switches for all meeting spaces/boardrooms.

Question: Will we need to remove all power trunking wires and replace with new ones?

Answer: Correct – to be pulled back to DB and cleaned up.

Question: In the meeting rooms – must there be power to the table, floor pedestal and flip up on the tables, HDMI cables to the TV and can we core drill?

Answer: Core drilling will be allowed provided that size of holes is restricted to just what is needed.

Question: As per the site inspection, the drywalls have shopfronts and not drywall glass fronts, must we keep to shopfronts and we noticed that all entrance doors and kitchen area have glass doors, must we keep to this standard?

Answer: The same look and feel needs to be provided for. Glass doors to be done for all entrance areas.

Question: There were no blinds – do we do the same as is in the other building?

Answer: All blinds to be replaced as per the other areas, 25mm silver.

Question: In the Boardroom, must there be a block out blind for the video conference

Answer: Please include block outs for the main boardroom in the area as a line item with blinds as well.

Question: For your security system, do we provide 2 x 4 boxes for them in the walls and can we have the name and Number please?

Answer: Boxes to be provided at all entrances to the respective areas, i.e, sides of the building and doors leading out to back patios. Name of the company will be provided to the successful company after allocation of the tender.

Question: Can you please provide the name and number of your Video conference contactor?

Answer: The name of the company will be provided to the successful company after allocation of the tender.