

## PART 6: BIDDERS CHECKLIST

<b>CHECKLIST (TICKSHEET)</b>	<b>YES</b>	<b>NO</b>
<ul style="list-style-type: none"> <li>The office must be accessible by disabled persons and conform to SANS 10400 Part T and S for disabled persons</li> </ul>		
<ul style="list-style-type: none"> <li>The offices must provide separate ablution facilities for both male and female and make provision for the disabled persons as per part P and Part S of SANS 10400</li> </ul>		
<ul style="list-style-type: none"> <li>The offices space required is at least 4500 square meters and must have at least</li> </ul>		
<ul style="list-style-type: none"> <li>100 secured under cover parking bays - (Required parking bays per 100m<sup>2</sup> office space = 4 (therefore 180))</li> </ul>		
<ul style="list-style-type: none"> <li>Fresh Air AC circulation as per SANS10400:2011 Part O and V</li> </ul>		
<ul style="list-style-type: none"> <li>Public transport Drop off no more than 600m away (Bus/Gautrain/Taxi)</li> </ul>		
<ul style="list-style-type: none"> <li>Highway (National Road) onramp access no more than 5 km away</li> </ul>		
<ul style="list-style-type: none"> <li>Not within a congestion area, free from walkers and street vendors</li> </ul>		
<ul style="list-style-type: none"> <li>Close to amenities such as Community Service Centre or Offices / Mall; Banks, post offices, and shops.</li> </ul>		
<ul style="list-style-type: none"> <li>Required Grade for Office Leasing as per SAPOA – A</li> </ul>		

<ul style="list-style-type: none"> <li>• SANS 10400 XA Glazing</li> </ul>		
<ul style="list-style-type: none"> <li>• SANS 10400 XA certified space</li> </ul>		
<ul style="list-style-type: none"> <li>• Office lighting at minimum 400 lux</li> </ul>		
<ul style="list-style-type: none"> <li>• Fluorescent T8 lighting or higher (LED)</li> </ul>		
<ul style="list-style-type: none"> <li>• Motion Sensor Switching</li> </ul>		
<ul style="list-style-type: none"> <li>• Main Electrical Line per power skirting</li> </ul>		
<ul style="list-style-type: none"> <li>• UPS dedicate line per power skirting</li> </ul>		
<ul style="list-style-type: none"> <li>• Dedicated generator back up for min 6 hours running time. If no generator dedicated PV installation for 8 hours</li> </ul>		
<ul style="list-style-type: none"> <li>• Certificate indicating safe working condition of lifts and Certificate of Compliance (COC)</li> </ul>		
<ul style="list-style-type: none"> <li>• Dedicated Server room 2Hr Fire rated</li> </ul>		
<ul style="list-style-type: none"> <li>• Server Room AC to maintain 18-20°C</li> </ul>		
<ul style="list-style-type: none"> <li>• 1 Gb/s (bit) Main Fibre line.</li> </ul>		
<ul style="list-style-type: none"> <li>• PABX Backbone Min CAT 5 Pref Fibre</li> </ul>		
<ul style="list-style-type: none"> <li>• WAN WIFI Network Pre installed 1/100 m<sup>2</sup> 1/50m<sup>2</sup> Support with Installation and set up</li> </ul>		
Extend Earth to cabinet with a minimum of 2.5 mm <sup>2</sup> copper cable bonded to existing earth bar		
<ul style="list-style-type: none"> <li>• Provide AC Isolator 1 x 32 Amp connected to main DB ±1.8m from the floor with COC</li> </ul>		
<ul style="list-style-type: none"> <li>• Power Distribution Unit (PDU) ground terminal is earthed.</li> </ul>		

<ul style="list-style-type: none"> <li>• 1 x 16 Amp, 220V AC socket (on UPS if available) for Telkom transmission equipment (reserve)</li> <li>• 1 X 5 Amp, dedicated circuit breaker. 50V DC (48V-52V) with Positive Earth(reserve)</li> <li>• 1 X 16 Amp, standard 220V AC wall socket outlet (Earth Leakage protected) for testing equipment. (reserve)</li> <li>•</li> </ul>		
<ul style="list-style-type: none"> <li>• Access control system installed</li> </ul>		
<ul style="list-style-type: none"> <li>• CCTV system installed</li> </ul>		
<ul style="list-style-type: none"> <li>• Infra-red office perimeter system operational</li> </ul>		
<ul style="list-style-type: none"> <li>• Master key system in place (cylinders)</li> </ul>		
<ul style="list-style-type: none"> <li>• Parking access control</li> </ul>		
<ul style="list-style-type: none"> <li>• Dedicated parking space</li> </ul>		
<ul style="list-style-type: none"> <li>• Guard room available</li> </ul>		
<ul style="list-style-type: none"> <li>• External doors fitted with security graded strike locks</li> </ul>		
<ul style="list-style-type: none"> <li>• Security has the option to utilize security measures installed autonomously or replace or enhance the sec system to own needs</li> </ul>		
<ul style="list-style-type: none"> <li>• IDT Installations stay IDT Property</li> </ul>		
<ul style="list-style-type: none"> <li>• Internal Cafeteria</li> </ul>		
<ul style="list-style-type: none"> <li>• Demarcated smoking zones</li> </ul>		
<ul style="list-style-type: none"> <li>• Pause areas</li> </ul>		

• Internal access control (Filing rooms/ Store rooms/ Departments)		
• Fire detection		