

Scope of Works – EXAMPLE

PLEASE NOTE:

This is a general SoW to assist you in your understanding of Architects, Engineers and / or any other professional building body documents pertaining to this project.

The Architectural, Engineer or any other professional building body's documentation **ALWAYS** takes precedence / priority over this Scope of Works.

<u>Project Name:</u>	EXAMPLE
<u>Project address:</u>	EXAMPLE - ERF 497
<u>Date of 1st site Visit:</u>	NO SITE VISIT DONE
<u>Details / plan used:</u>	EXAMPLE – <u>Drwgs No:</u> 2025 / 313 / 03



General Scope of Works:

1. We are to price the 2# BEDROOM UNIT ONLY – highlighted.
2. Client has proposed and provided above mentioned drawing – indicating their requirements for estimated pricing.
3. The pricing will be based on an assumed Scope Of Works – as detailed below – based on the basic plan view supplied by client.
4. Assumptions will be made for all general finishes and will be subject to repricing once **Approved Architect drawings are issued and the timeline has been established.**
5. All pricing is based on the assumed scope of works below.
6. All prices will be subject to change based on updated approved plans once presented.
7. All prices to accommodate the location of the site. (***project address***)

Detailed Scope of Works – (Does **NOT** take precedence over professional information)



1. The Entrance to the property is from the North – the house is South Facing.
2. Boundary lines will be 8565mm from the Eastern boundary and 9075mm in from the Western Boundary
3. Consisting of
 - a. Single 6000mm x 3500mm garage
 - b. 2# bedrooms roughly 3500 x 3500mm
 - c. Shower room with W/C and basin approx. 2700 x 2500mm

- d. Separate W/C Approx. 1000mm x 2500mm
- e. Open plan entrance, lounge and kitchen
- f. Cover patio.
- g. **Dimensions not Shown** – please use the following **INTERNAL DIMS** - for pricing purposes
 - i. Overall perimeter - Length 14600MM X 7100MM
 - ii. Garage – width 3500mm x 7100mm length
 - iii. Entrance - 1000mm wide @ Entrance door.
 - iv. Bedrooms – 3500mm x 3500mm
 - v. Shower room – 2100mm wide x 2700mm deep
 - vi. W/C – 1000mm wide x 2700mm deep.
 - vii. Wet Area passage- 800mm wide to internal wall.
 - viii. Kitchen – 3500mm x 3500mm
 - ix. Lounge dining (including entrance) 7600mm long x 3500mm wide.
 - x. Patio – covered – 3000mm deep x 5000mm long.
- 4. All Ceiling heights to be - 2400mm from FFFL to Rhino board ceiling.
 - i. Overall m2 = 103.66m2 including garage.

NOTE TO CLIENT – Property surveyed corner pegs to be pointed out on site – or supplied by client to establish accurate positioning of house on the site.

Ground & Build works / specifications –

1. Assume a level site with pickable soil and a FFFL +/- 150mm above NGL.
 - a. Ground to be cleared 150mm below NGL to remove all existing vegetation – this ground to be left on site at this time.
 - b. Reduced ground to be watered, compacted and soil poisoned for vegetation.
 - c. Minimum G5 or G7 to be imported for 100mm of compacted fill to 98% AASHTO.
2. **A DBM 350 mic** to be placed over floor area **AND** over substructure blockwork to eliminate rising damp.
3. **Footings**: to be 700mm wide x 300mm deep with a 50mm blinding and REF 160 mesh 25mm above the blinding and SANS 878 Ready mix concrete cast with a 30 Mpa @ 21 Days.
4. **Substructure**: Block work to be standard 390mm x 190 x 190 mm Cement block wall with all cavities filled with concrete and levelled off.
 - a. A 100mm “curb” block / brick to be laid along outside perimeter as permanent formwork to 100mm floor slab.
 - b. This is to be 100% level and to top of FFFL Datum.
5. **Reinforcing**: of floor slab to be REF 160 raised 25mm off DPM layer by means of permanent spacers. A minimum of 30mm Top clearance of concrete above mesh.
6. **Concrete Slab**: to be carried out as per SANS 878 (Ready Mix) with a minimum **14-day** strength of 25Mpa. Slump specification will depend on pump or wheelbarrow placing.
 - a. Surface to be levelled off to correct Datum and ready to take 30mm screed.
7. **Garage FFFL to be 70mm BELOW** house Datum FFFL level and to be finished off smooth with a **wooden floated concrete finish**. (FIRE REGULATIONS)

8. A 30mm Screeded floor finish throughout the house to be done once Timber frames are in place and all services have been completed. (Garage floor excluded)

Figure 1: Timber frame wall panel

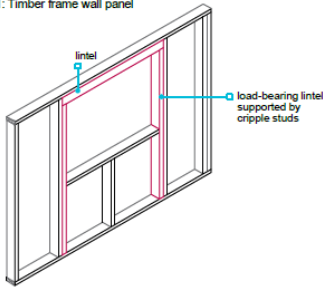


Figure 4: Permanent structural packing under each stud

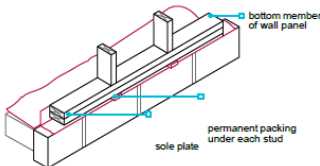


Figure 7: Sole plate anchor brackets

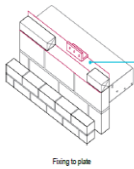
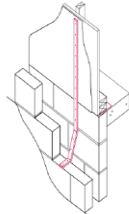


Figure 8: Holding-down straps built into masonry cladding



12mm max. overhang over supporting structure (20mm for 140mm wide studs)

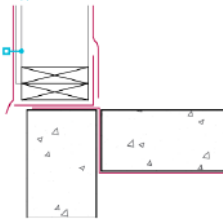
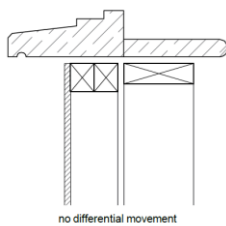


Figure 15: Lightweight cladding window sill



Superstructure – TIMBER FRAME:

1. Construction to comply with **SANS 10082** – for timber frame houses that covers:
 - Wall framing Systems
 - Fixing details and connections.
 - Bracing and stability.
 - Cladding –
 - Moisture, termite and Fire protection.
2. Refer attached - **NHBC document – Chapter 6.2** as this deals with Timber Frame construction and details to be included with specific attention to details below:
 - a. All timber frames to be 100% level and plumb using packers under frame as required.
 - b. All timber frames to be well anchored to the Concrete surface bed by means of Brackets and built in anchors as per details.
 - c. Frames to be positioned on Slab to allow 12mm natural drip.
 - d. Window and door details to be level, waterproofed and well-sealed.
 - e. Select the details governing single story buildings and ensure compliance as indicated.
3. **External** cladding to be 12mm NUTEC horizontal “shiplap” detail with all required fixings and opening closure details.
4. **Internal General** cladding to be 12mm Rhino board with minimum joints, all joints to be reinforced with tape, skimmed and sanded prior to painting.
5. **Insulation** to be Cavity BATTs to ALL walls
 - a. **Cladding to Garage area** to be **fire rated** and the divider wall to be taken up to underside of roof cover – Cladded BOTH sides.
 - b. **Cladding to wet areas and kitchen** to be Moisture protected boards. All internal board to wet areas to have 2# coats of high-quality waterproofing application – with sufficient drying time between applications prior to tiling / painting.

Windows & Door frames: to be standard solid treated timber frames, to be plumb and level with suitable timber “lintols” over.

- a. All to be correctly waterproofed and secured.
- b. All gaps to be filled with non-shrinkable filler.
- c. Toilet windows to have obscure glass.
- d. All other Windows to have suitable thickness clear glass as related to their size.

Windows:

- Shower Window to be 1000mm x 600mm with 500mm opening sashes.
- W/C Window to be 600 x 600mm Top hung sash.
- Bedroom windows to be 1500mm x 1200mm with 2# full opening sash sections each 500mm wide.
- Kitchen Windows – x 1#
 - i. 1# on the East side 1200mm x 1000mm 1# opening sash.

Doors:

- Main entrance door to be a Solid flush door opening to the inside with suitable hinges, bolts and a 3# lever lockset.
- All internal doors to be standard Hollow Core doors – in solid timber frames – with all hinges and 2Lever locksets. Opening handed as per plan.
- Lounge to Garage door to be 1 hour fire rated solid door in suitable frame ready for painting.
- Lounge/Dinning timber frame 1600mm D/Swing door unit – with 500mm window side lights – top hung sashes on each side.
 - Doors to have solid panel bottoms with glass panels above.
 - Doors to open outwards onto the patio.

Floor Finish:

1. To be PVC Domestic grade glue down floor planks to clients selection from standard range throughout.

Roof Structure and cover: to be single pitched, Clip-lock IBR roof cover – Charcoal, supported on suitable timber rafters and purlins to roof cover manufacturers specifications.

- a. Roof rafters secured to a on 114 x 38mm timber wall plate, cross nailed and tied down using securely fixed Hoop-iron straps fitted to timber frame.
- b. Purlins set at a max on 800mm centres to be laid and secured over rafters.
- c. Standard under roof Sisalation under roof sheet cover and green Isotherm **135 insulation** between Sisalation roof and ceiling.
- d. Overhang of roof cover to be a minimum of 600mm with suitable Poly closers and fascias.
- e. All necessary Bargeboards and waterproofing to be carried out.
- f. Under Eaves to be closed with 6mm NUTEC sheets fixed to underside of rafters, made ready for painting.
 - i. Closed eaves to have PVC ventilation grills installed @ 3000mm spacings.

RWG & Water harvesting tank as per council regulations:

1. Along South side – full length - to be PVC white Square gutters with sufficient down pipes.
2. All downpipes to discharge into a 5000Lt water harvesting tank placed on a 100mm thick x 2000mm x 2000mm concrete base – Mesh reinforcing to be included.

Ceilings: to be flush Rhino board ceilings with taped & skimmed joints and painted white –

1. Standard 70mm coved cornice to all wall / ceiling joints.

2. Trap door in passageway @ W/C and shower room area.

Skirtings: Standard 70mm timber or MDF skirtings to all floor / wall joints painted white.

1. Skirtings to Wet areas to be MDF – pink primed and oil based painted.

Plumbing: Allow for the supply and install of the following BASIC Sanware.

1. Close coupled W/C x 2# with all pipework, stop cocks pan connectors Etc.
 - a. Include 1# Manhole to be built – Invert level to be +/- 800mm below NGL and to connect to municipal connection.
 - b. Assume a waste connection to NEWLY Built manhole to council connection of 7 500 mm from Southeast side perimeter wall.
 - c. Provide Gulleys to South Side @ Shower room / W/C position and on the East side @ Kitchen.
2. Single pedestal basin with hot and cold taps mounted on the basin.
3. Supply and install standard metal type kitchen sink with drainage to the right with standard pillar hot and cold taps, trap and plug fitted to Clients Own kitchen units –
 - a. Provide for Washing machine point under sink drainage – 1# Cold feed and 50mm waste.
4. All required gulleys and inspection rodding eyes to be included.
5. Provide to connect to main municipal water supply +/- 7 500mm from Southeast corner of house
6. Provide for 2# external water taps to be identified on site.
7. **Geyser** – Provide to connection for a Gas Geyser installation – on the South wall between the bathrooms – The hot water feed can be run over the top in the ceiling space to the kitchen.
8. Plumbing COC to be included.

Gas Geyser: Supply and installed by experts, suitable size Gas Geyser with required signs, cage, regulators and bottles for the property as per plan.

1. Gas COC to be included.

Tiling:

1. Wall tiles - Shower area: To be tiled – (**TILES SUPPLIED BY CLIENT**) to a height of 2100mm FFFL on both walls.
2. Wall tiles splash back to pedestal basin 450mm x 450mm
3. Wall tiles to splash back of kitchen along 3# walls from top of kitchen units to a height of 450mm.
4. Floor Mosaics to Shower area only – assume 1000 x 1000mm.

Electrical: - assume 10 meters to nearest suitable power supply – each on a single switch.

1. Lights –
 - a. Provide and install downlights to 2# bedrooms – 4# in each.
 - b. Provide and install 3# downlights to shower room
 - c. Provide and install 2# downlights to W/C.
 - d. Provide and install 2# downlights to wet area passageway.

- e. Provide and install 4# downlights to Kitchen area
 - f. Provide and install 7# downlights to entrance and lounge area.
 - g. Provide and install Fluorescent light fitting +/- 1500mm long to garage.
 - h. Provide and install 2# external lights – 1# to be under covered patio.
2. Plugs -
- a. 1# Double plug in Garage.
 - b. 2# double plugs in each bedroom.
 - c. 1# Single plug under counter for washing machine.
 - d. 2# double plugs above counter height in kitchen.
 - e. 2# double plugs in Dining / Lounge area.
 - f. 1# power point to Gas Hob.
 - g. 1# point to electric oven.
 - h. 1# raised single plug for extractor in kitchen.
 - i. 1# raised single plug for TV with Closed 2x4 box & conduit for TV antenna.
 - j. 1# waterproof external point for Gas Geyser.
3. Supply, install and connect 1# main Distribution Board in kitchen area position to be agreed on site.
4. Compliance with SANS 10142 and issue of COC on completion to be included.

Finishes:

1. Painting – Colours to clients selection consisting of:

EXTERNAL:

- a. 1# primer coats to all surfaces.
- b. 2# Colour Coats with flexible Plascone Micatex or similar paint – colour to clients request from standard colour chart.
- c. Fascias, Bargeboards and closed eaves to be primed – an receive 2# coats Acrylci.

INTERNAL:

- a. Doors, frames and timber windows to be primed with White or pink wood primer and paint 2# final coats.
- b. All internal drywalls to have taped, skimmed and sanded joints with 1# coat primer and 2# coats washable paint coats to clients selection of standard colour chart.
- c. WATERPROOFING application to all WET areas including Kitchen on ALL internal moisture boards prior to painting / tiling.

CEILINGS:

- a. 1# Coat primer and 2# coats White PVA

2. Kitchen & Built-in Cupboards:

- a. **NO allowances** have been made for this section of the work –
- b. A **P C Sum** of R60 000.00 should be **added by Client** for this section of works.
- c. Condition for the P C Sum allowance would be Formica type tops.

3. External works:

- a. **Driveway** - to be wood floated concrete @ 30 Mpa and REF 160 Mesh steel 3000mm long x 3500mm wide.
 - i. Sloping towards back of footway and with protected sides.
 - ii. Carriageway crossing to be done by Council.
 - iii. Allow for suitable expansion joints.
- b. **Steps**: Provide for **3#** steps from NGL to FFFL at entrance and to external covered patio.
- c. **Site Dressing**: will extend to 1000mm from perimeter of house and patio –
 - i. This will consist of cleared vegetation and neatly clean and raked removing all builders rubble.
 - ii. Balance of site upgrade for clients attention and cost.
- d. **Covered Patio**: will be raised above NGL to suit internal FFFL **LESS** 70mm.
 - i. Standard footings to be cast, with mesh REF 160 to the perimeter of the patio 3000mm x 5000mm
 - ii. Concrete filled 390 x 190 x 190 blockwork sub-structure to correct height and Kerb stone laid to create level for FFL of concrete surface bed 70mm below house Datum FFFL.
 - iii. Non-slip tiles (**supplied by owner**) laid to slight fall away from the house.
 - iv. **Cover over** to be on Sandwich Timber posts – fixing to Inserted into the concrete steel brackets to finish 20mm / 25mm above Tiled surface.
 - v. Laminated beams x 3# fixed to reinforced section of external wall of the house and to 3# sandwich Timber posts.
 - vi. Timber rafters and purlins installed with matching roof cover sheets.
 - vii. Single fascia to run along the front of the covered section with a boxed gutter and single downpipe at one end.

Alternative: timber deck and cover can be priced – we believe this to be more costly than the above option DEPENDING on the natural ground levels that exist on site. **NOT PRICED.**

The greater the fall of the natural ground - the more cost effective the timber deck will be.

- e. **Boundary Wall / Fencing**: Has **NOT** been included in these costings.
- f. **Stormwater management**: Has **NOT** been included in these costings.

Materials & Standards:

1. All materials must comply with relevant **SANS standards**
2. Workmanship must meet industry norms and manufacturer specifications
3. Compliance with National Home Builders Registration Council guidelines

Exclusions

1. Municipal connection and scrutiny fees.
2. Temporary electrical supply costs and connection.
3. Temporary water supply costs and connection.
4. Loose furniture and appliances
5. Curtains, décor items & bathroom jewellery.

6. Any items not explicitly listed herein.
7. BIC & Kitchen fittings.
8. All Tiles / mosaics

Health & Safety

1. Contractor must comply with Occupational Health and Safety requirements
2. Provide safety equipment and signage
3. Maintain a safe working environment

Variations

1. Any changes to the scope of works **must be**:
 - a. Requested in writing by the client.
 - b. Priced and signed off approved by client before execution
 - c. Recorded as a Numerically numbered variation order
 - d. Table of all V O's issued and approved to be kept by contractor and issued to client on request.

Before Handover

1. Final cleaning of the site to take place.
2. Submission of compliance certificates (electrical, plumbing, Gas, glass to sliding door etc.)
3. Temporary power and water supply disconnected and removed.
4. Submission of Tabulated V O Instructions.
5. Final account.
6. Signed off (*By client*) snag list.
7. Signed off as approved –
 - a. Council inspection forms.
 - b. Engineers inspection forms – Forms 2 & 4 and A19 roof structure sign off.
 - c. Architect's sign off.
8. Practical completion and handover to client.

After Handover to Client:

1. Client to pay final outstanding and agreed invoice PRIOR to receiving keys to the property from the builder.
2. All COC's, signed off forms and certificates to be sent to Council requesting an Occupation Certificate.

P&G Implications – must include the following:

1. All travel to and from site.
2. All access scaffold / ladders / Etc.
3. All hired equipment as may be needed from time to time.
4. On site toilet – to be cleaned twice per week.
5. Rubble removal – either by skip or truck –
 - a. Site to be kept safe from access by general public, all excavations to be taped off and clearly marked.

- b. Site to be kept clean DAILY.
- 6. On site supervision – with access to provide all sub-trades access.
- 7. Security of own equipment.
- 8. Site clearing and cleaning prior to handover.
- 9. All PPE and safety equipment and clothing.

Important notifications:

Communication & Coordination: The Subcontractor acknowledges that the Main Contractor is responsible for the direction and supervision of all subcontractors and vendors. The Sub-contractor shall not take direct instructions from, nor negotiate pricing directly with the Client.

Non-Solicitation / Direct Engagement: The Subcontractor shall not attempt to engage directly with the client for additional works or maintenance services for a period of 12# months following completion of the project without the express written consent of the Main Contractor.

General Terms and Conditions:

- **Pay-When-Paid:** Contractor will pay all relevant subcontractors within 5# working days after receiving payment from the owner. (*Cleared bank account*)
- **Change Orders:** No extra work will be performed—and no payment will be due—without a written V O instruction order signed and authorized by Client to main contractor and from main contractor to contracted sub-contractors.
- **The Prime contract:** Subcontractor is bound to the main contractor by the same terms that the main contractor is bound to the project owner.
- **Time is of the Essence:** Deadlines are mandatory.
- **Indemnity:** The subcontractor shall agree to "hold harmless" the main contractor for damages arising from the sub’s negligence.
- **Insurance:**
 - A CAR (Contractors all risk) policy to be in place for the full value of the project –
 - A Public Liability cover to the value of R10 million to be in place.
- **Contractual details:** The project will be governed by a legal contract between both parties – to be drawn up and signed prior to commencement on site.

I Have read and understand the
Information and Scope of Works above.

I accept that the Quotation, to be issued, will be
based on the final Scope of Works and that the
quotation Covers only that work indicated above.

Signed.....

Date