



higher education
& training
Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



BUFFALO CITY
TVET COLLEGE

REQUEST FOR QUOTATION: FIRE COMPLIANCE ASSESSMENT

Kindly see the attached request for quote (RFQ). Quotations should be forwarded to weziwe@bccollege.co.za; cc: zimkhitha@bccollege.co.za

Kindly submit the following COMPULSORY documents when responding to the RFQ

- Signed quotation (quotations not signed will be eliminated)
- Declaration forms (SBD 4, 8 and 9)
- Certified BEE certificate (0 points will be awarded for BEE certificates that are not certified)
- Tax Clearance Certificate
- CSD report
- Bank Confirmation Letter (not older than 3 months)

Closing Date: 08 November 2021 at 11h00am. No late or hand delivered documents will be accepted. ONLY EMAILED DOCUMENTS WILL BE ACCEPTED

Enquiries: Ms Weziwe Gwabavu / Zimkhitha Jikwana

043 704 9241



ROUTE FORM

	Confidential	x	Secret		Top secret
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SUBJECT: FIRE COMPLIANCE CERTIFICATE FOR THE COLLEGE

FILE NO.

Branch: Academic Services	Directorate: Assessments and Examinations	Sub-directorate:
Initials and Surname	Compiler	
Rank	P MAWILA	
Date	DP: ACADEMIC SERVICES	
Extension	28 SEPTEMBER 2021	
Room number	2214	
	AD15	

Route			To			Return date.	
Designation	Initial & Surname	Room no.		Initial	Date	Date	No.
DP: Academic Services	P Mawila	AD15	x	PM	28-09-2021	x	
DP: Corporate Services	Z Chola	AD 09	x				
Acting DP: Finance	L Maliwa	AD 12	x	Z.C	28/09/2021		
Acting PRINCIPAL	P Madzeke	AD 01	x			x	
						x	

Indicate route with an "X". The return route must already be indicated at the time of dispatch.

Instructions/ Comments



higher education
& training

Department:
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REPUBLIC OF SOUTH AFRICA



BUFFALO CITY
TVET COLLEGE

ACADEMIC SERVICES

MEMORANDUM

TO : P Madzeke Acting Principal : Buffalo City TVET College	FROM : P Mawila DP: Academic Services
CC : Z Chola DP: Corporate Services L Maliwa Acting DP: Finance	DATE : 28 /09 /2021
SUBJECT: FIRE COMPLIANCE CERTIFICATE FOR THE COLLEGE	

1. Purpose

This letter serves to seek approval for the appointment of a service provider to perform fire compliance assessment and manage the process of issuing fire compliance certificate by the municipality.

2. Background


During each examination cycle the college campuses are found not compliance with fire certificate including 24 hour alarm system which linked to the security company. The examination monitoring tool has been used to measure the college outcome items of the management of examinations as outlined in the strategic plan document.

3. Recommendation


I therefore recommends that the appointment of a service provider before the start of the coming examination cycle as from 28 October 2021 – 03 December 2021.

4. Conclusion:

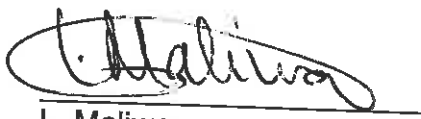
I trust that you will consider this proposal and approve it as soon as possible.


P Mawita
DP: Academic Services
Date: 28/09/2021


Recommendations: Supported/ ~~Not Supported~~


Z Chola
DP: Corporate Services
Date: 28/09/2021
Comments: _____

Recommendations: Supported/ ~~Not Supported~~


L. Maliwa
Acting DP, Finance
Date: 28/09/2021
Comments: _____

Recommendations: Not Approved/ Approved/ Amended


P Madzeke
Acting Principal: Buffalo City TVET College
Date: _____
Comments: King Street Campus utilized BCMM
to do perform their function so let's utilize their
service.



Occupation health and safety proposed specification East London Campus and Admin Centre

1. Emergency alarm system that can be used to inform the occupants in the event of an emergency is required.
2. Exit signage is required for the passage.
3. A running man and arrow to show the direction to be travelled by occupants in case of an emergency is required at admin centre and staff room.
4. A distance of one metre clearance is required to all fire equipment.
5. Exit signage is required from the hall door
6. Flammable storage is required to have a permit.
7. All computer laboratories must have smoke detectors.
8. All signage must meet SANS 1186 approved, photoluminescent and must be screwed into the wall.

John Knox Bokwe Campus:

1. Emergency alarm system that can be used to inform the occupants in the event of any emergency is required
2. All fire extinguishers are required to be serviced yearly.
3. Store room stack should be 1 metre from the roof.
4. One metre clearance is required to all fire equipment.
5. Exit signage is required for the central garden
6. All flammable storages are required to have bund wall.
7. The book storeroom is required to have three extinguishers with a signage.
8. All hydrants require servicing and a pressure test by your service provider must be done.
9. All computer laboratories are required to have smoke detectors.
10. All doors that is a component of an escape route any room require a running man signage with an arrow.
11. All doors in an escape route at the ground level, leads directly to a street or public place or to any approved open space require exit signage.
12. The hall require fire hose reel with a signage.
13. At data capture section all obstructions must be removed in the route of emergency exit.
14. All signage must meet SANS 1186 approved, photoluminescent and must be screwed into the wall.

ST Marks Campus

1. Emergency alarm system that can be used to inform the occupants in the event of any emergency is required
2. All fire extinguishers are required to be serviced yearly.
3. Store room stack should be 1 metre from the roof.
4. One metre clearance is required to all fire equipment.
5. Exit signage is required at Mr Zihlwele
6. A fire extinguisher is required for each office and a person must not travel mountain 6 metres to reach fire equipment.
7. All doors that is a component of an escape route from any room require running man signage with an arrow
8. All doors in an escape route at the ground level, leads directly to a street or public place or to any approved open space requires

9. All obstructions must be removed in an emergency.
10. Assembly points must be marked clearly.
11. Bursary office require 2 extinguishers with a signage.
12. All vendors must have environmental health certificate.
13. All signage must meet SANS 1186 approved, photoluminescent and must be screwed into the wall.

King Street Campus

1. Emergency alarm system that can be used to inform the occupants in the event of any emergency is required
2. All fire extinguishers are required to be serviced yearly.
3. One metre clearance is required to all equipment.
4. A fire extinguisher is required for each office and the person must not travel more than 6 metres long to reach the fire equipment.
5. All passages must have smoke detectors.
6. Evacuation plan is required.
7. Staircase signage is required.
8. All doors that is a component of an escape route from any room required running man signage with an arrow.
9. All doors in an escape route at the ground level, lead directly to a street or public place or to any approved open space require exit signage.
10. All obstructions must be removed in an emergency route.
11. All signage must meet SANS 1186 approved, photoluminescent and screwed into the wall.

All campuses must have emergency assembly point including marked demarcated smoking areas

Buffalo City Metropolitan Municipality
East London | Bhisho | King Williams Town
Province of the Eastern Cape
South Africa

Website: www.buffalocity.gov.za



**BUFFALO CITY
METROPOLITAN MUNICIPALITY**

Directorate: Health, Public Safety
& Emergency Services
Office of the Chief Fire Officer
P. O Box 673, East London, 5200
47 Fleet Street, East London 5201

Tel: 043 7059007 | Fax: 043 742 0092
Email: ZolekaM@buffalocity.gov.za

Our ref.:	Enq.: Mrs N. Nanto	Your ref.:
Ifayile yethu: 17 10 113	Imibuzo: Ext. 9007	Ifayile yakho:
Ons Verw.:	Navrae:	U Verw.:

09 MARCH 2018

The Manager
Buffalo City TVET College
Corner Lukin Road & Kings Street
EAST LONDON
5200

Dear Sir/Madam

RE: FIRE SAFETY INSPECTION LETTER FOR EAST LONDON CAMPUS AND ADMIN CENTRE

The Buffalo City Metropolitan Municipality Fire and Rescue Services conducted a fire safety inspection at above mentioned campus on the 15th January 2018.

1 FINDINGS

- No emergency alarm system in place.
- No fire early warning device installed in the building.
- No sufficient running man signs and arrow to show the direction to be travelled by occupants in case of an emergency.

AND THE FOLLOWING NEED TO BE DONE:

- Emergency alarm system that can be used to inform the occupants in the event of an emergency is required.
- Exit signage is required for the passage.
- A running man sign and arrow to show the direction to be travelled by occupants in case of an emergency is required at Admin Centre and Staff Room.
- Store room stack should be 1 metre from the roof.
- A distance of one metre clearance is required to all fire equipment.
- Exit signage is required for the hall door.
- Flammable storage is required to have a permit.
- All Computer Laboratories must have smoke detectors.
- All signage must meet SANS 1186 Approved, photoluminescent and must be screwed into the wall.



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Buffalo City Metropolitan Municipality



If you have any further queries regarding the above, please contact Mrs N. Nanto on [043] 705 9007



T. THOMPSON
CHIEF FIRE OFFICER

TT/nn

EMPLOYEE NUMBER: 592914

AUTHORITY NUMBER: 312

DATE: 22 NOVEMBER 2017



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4. 11. 2017



BUFFALO CITY METROPOLITAN MUNICIPALITY

**OFFICE OF THE CHIEF FIRE OFFICER
BUFFALO CITY FIRE AND RESCUE DEPARTMENT**

APPLICATION FOR CERTIFICATE

RENEWABLE ANNUALLY

I hereby apply for a Certificate for

Fire Compliance Certificate	Population Certificate
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COST PER CERTIFICATE 0 - 250sq/m = R250.00, 251 - 700sq/m = R500.00
701 - 1000sq/m = R750.00, above 1000sq/m = R1 122.00

NAME OF APPLICANT: _____

TRADE NAME: _____

Designation or title of Business: _____

Address of Premises: _____

Area or Size of Building: _____

Number of Storeys of Building: _____

Type of Business on Premises: _____

DATE: 15-10-2011 NAME: P. Madzoka SIGNATURE:  CONTACT NO: 076 869 0344

DO NOT DETACH

THIS APPLICATION MUST BE COMPLETED AND FORWARDED TO THE CHIEF FINANCIAL OFFICER, P.O. BOX 522, EAST LONDON, TOGETHER WITH THE FOLLOWING FEES:

COST PER CERTIFICATE 0 - 250sq/m = R250.00, 251 - 700sq/m = R500.00, 701 - 1000sq/m = R750.00, above 1000sq/m = R1 122.00

INSPECTION FEE : R _____

ACCOUNT OR VOTE:

3	5	1	3	1	3	8	2	4	0	5	W	F	Z	Z	Z	Z	E	3
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Please make payment at Municipal offices at Finance in Munifin Building, Oxford Street or electronic transfer payable to:

**CREDITOR: BUFFALO CITY METROPOLITAN MUNICIPALITY
BANK NAME: STANDARD BANK
TYPE OF ACC: BUSINESS CURRENT ACCOUNT
ACCOUNT NO: 081166702
BRANCH CODE: 051001**

Buffalo City Metropolitan Municipality
East London | Bhisho | King William's Town
Province of the Eastern Cape
South Africa

Website: www.buffalocity.gov.za



**BUFFALO CITY
METROPOLITAN MUNICIPALITY**

Directorate: Health, Public Safety
& Emergency Services
Office of the Chief Fire Officer
P. O Box 673, East London, 5200
47 Fleet Street, East London 5201

Tel: 043 7059007 | Fax: 043 742 0092
Email: ZolekaM@buffalocity.gov.za

Our ref.: Ifayile yethu: 17/10/1/3 Ons Verw.:	Enq.: Mrs N. Nanto Imibuzo: Ext. 9007 Navrae:	Your ref.: Ifayile yakho: U Verw.:
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08 FEBRUARY 2018

The Manager
Buffalo City TVET College
Mfaza Street N.U. 1
MDANTSANE TOWNSHIP
5219

Dear Sir/Madam

**FIRE SAFETY INSPECTION LETTER FOR JOHN KNOX BOKWE CAMPUS,
MDANTSANE TOWNSHIP**

The Buffalo City Metropolitan Municipality Fire and Rescue Services conducted a fire safety inspection at above mention campus on the 16th - 17th January 2018 and the following was discovered.

FINDINGS:

- No emergency alarm system in place.
- No fire early warning device installed in the building.
- No sufficient running man signs and arrow to show the direction to be travelled by occupants in case of any emergency.

AND THE FOLLOWING NEED TO BE DONE:

- Emergency alarm system that can be used to inform the occupants in the event of any emergency is required.
- All fire extinguishers are required to be serviced yearly.
- Store room stack should be 1 metre from the roof.
- One metre clearance is required to all fire equipment.
- Exit signage is required for the central garden.
- All Flammable storages are required to have bund wall.
- The book store room is required to have three extinguishers with a signage.
- All hydrants require servicing and a pressure test by your service provider must be done.



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A city growing with you!



- All Computer Laboratories are required to have smoke detectors.
- All doors that is a component of an escape route from any room require a running man signage with an arrow.
- All doors in an escape route at the ground level, leads directly to a street or public place or to any approved open space require exit signage.
- JKB Hall require two Fire Hose Reel with a signage.
- At Data Capture Section all obstructions must be removed in the route of emergency exit.
- All signage must meet SANS 1186 Approved, photoluminescent and must be screwed into the wall.

If you have any further queries regarding the above, please contact Mrs N. Nanto on [043] 705 9007


T. THOMPSON
CHIEF FIRE OFFICER
 TT/nn

DATE: 08 FEBRUARY 2018

Employee Number: _____

Authority Number: _____



BUFFALO CITY METROPOLITAN MUNICIPALITY

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higher education & training
 Department:
 Higher Education and Training
 REPUBLIC OF SOUTH AFRICA



BUFFALO CITY
TERTIARY COLLEGE

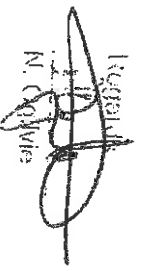
Ref: N. Ogilvie.

TO: Mrs S. Jane
 FROM: N. B Ogilvie
 DATE:
 SUBJECT: SAFETY STATUS REPORT

ACTION ITEMS	Completed	NYC	Comment
1. Emergency alarm required replacement and new alarm obtained requires filament and wiring.		✓	Require relevant information pertaining to the wiring of this siren and if it is required to be connected to the smoke detector system once this information is received the relevant service providers can complete the task at hand.
2. Smoke detectors fitted and are operational.	✓		
3. Ruiting man signs fitted as per request	✓		
4. Annual service completed awaiting order number for service provider to complete task.		09/2021	A quotation request will be sent out in July 2021 in order for compliance of all our fire fighting equipment.
5. Store room stock re-equipment adhered to.	✓		I am not aware of a storeroom at the j k b campus it could possibly be the book store and

The above information is correct at the time of completion of report.

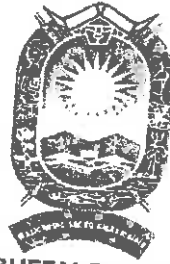
6. One-meter clearance adhered to at time of inspection.	✓		will speak to the people in charge of the book room to adhere to stacking requirements.
7. Exit signage adhered to.	✓		
8. Flammable storage requirements not yet adhered to and will be addressed at next health and safety meeting as it will require a budget to erect a storage area to be used flammable area inclusive of bund wall.	✓	✓	Due to cut in 2021 budget will be in 2022
9. Bulk storage facility is compliant according to fire service provider.	✓		
10. Awaiting service provider to issue service and pressure test.		✓	Pressure tests will be done during annual service 09/2021
11. Computer labs smoke detectors fitted and operational.	✓		
12. Escape routes signage adhered to.	✓		
13. Ground level exit signage adhered to.	✓		
14. Two hose racks inclusive of signage according to fire service provider not necessarily due to current hose is 3 meters from the hall.	✓		
15. Fire extinguishers are readily heavy with back of hand.	✓	✓	Replacement of pressure since 2020 not completed for pressured signage.


 M. O'Neil

29/04/21

Buffalo City Metropolitan Municipality
East London | Bhisho | King William's Town
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**BUFFALO CITY
METROPOLITAN MUNICIPALITY**

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Email: ZolekaM@buffalocity.gov.za

Our ref : Ifayile yethu: 17/10/1/3 Ons Verw.:	Enq.: Mrs N. Nanto Imibuzo: Ext. 9007 Navrae:	Your ref : Ifayile yakho: U Verw.:
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08 FEBRUARY 2018

The Manager
Buffalo City TVET College
St Marks Road
EAST LONDON
5200

Dear Sir/Madam

FIRE SAFETY INSPECTION LETTER FOR BUFFALO CITY TVET COLLEGE, ST MARKS CAMPUS

The Buffalo City Metropolitan Municipality Fire and Rescue Services conducted a fire safety inspection at above mentioned campus on the 22nd January 2018 and the following was discovered.

FINDINGS:

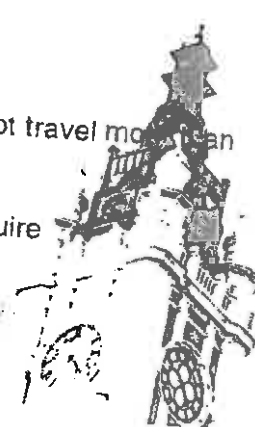
- No emergency alarm system in place.
- No fire early warning device installed in the building.
- No sufficient running man signs and arrow to direct the direction to be travelled by occupants in case of any emergency.

AND THE FOLLOWING NEED TO BE DONE:

- Emergency alarm system that can be used to inform the occupants in the event of any emergency is required.
- All fire extinguishers require servicing yearly. ✓
- Store room stack should be 1 metre from the roof.
- One metre clearance is required to all fire equipment.
- Exit signage is required at Mr Mcebisi's office. ✓ X
- A Fire Extinguisher is required for each office and a person must not travel more than 6 metres to reach fire equipment.
- All Computer Laboratories require smoke detectors.
- All doors that is a component of an escape route from any room require a running man signage with an arrow.



BUFFALO CITY METROPOLITAN MUNICIPALITY



2.

- All doors in an escape route at the ground level, leads directly to a street or public place or to any approved open space require exit signage.
- All obstructions must be removed in an emergency routes.
- Assembly points must be marked clearly.
- Bursary Office required two extinguishers with a signage.
- All vendors must have Environmental Health Certificate.
- All signage must meet SANS 1186 Approved, photoluminescent and must be screwed into the wall.

If you have any further queries regarding the above, please contact Mrs N. Nanto on [043] 705 9007


T. THOMPSON
CHIEF FIRE OFFICER
TT/mn

DATE: 08 FEBRUARY 2018

Employee Number: _____

Authority Number: _____



BUFFALO CITY METROPOLITAN MUNICIPALITY



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Our ref.: Ifayile yethu: 17/10/1/3 Ons Verw.:	Enq.: Mrs N. Nanto Imibuzo: Ext. 9007 Navrae:	Your ref.: Ifayile yakho: U Verw.:
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08 FEBRUARY 2018

The Manager
Buffalo City TVET College
Kings Street Campus
EAST LONDON
5200

Dear Sir/Madam

FIRE SAFETY INSPECTION LETTER FOR KINGS STREET CAMPUS, BUFFALO CITY COLLEGE

The Buffalo City Metropolitan Municipality Fire and Rescue Services conducted a fire safety inspection at the above mentioned campus on the 2nd February 2018 and the following was discovered.

FINDINGS:

- No emergency alarm system in place.
- No fire early warning device installed in the building.
- No sufficient running man signs and arrow to show the direction to be travelled by occupants in case of any emergency.

AND THE FOLLOWING NEED TO BE DONE:

- Emergency alarm system can be used to inform the occupants in the event of any emergency is required.
- All fire extinguisher required to be service yearly.
- One metre clearance is required to all fire equipment.
- A Fire Extinguisher is required for each office and the person must not travel more than 6 metres long to reach the fire equipment.
- All passages must have smoke detectors.
- Evacuation plan is required.
- Staircase signage is required.
- All doors that is a component of an escape route from any room required, running man signage with an arrow.



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- All doors in an escape route at the ground level, leads directly to a street or public place or to any approved open space require exit signage.
- All obstructions must be removed in an emergency route.
- Assembly points must be clearly marked.
- All signage must meet SANS 1186 Approved, photoluminescent and screwed into the wall.

If you have any further queries regarding the above, please contact Mrs N. Nanto on (043) 705 9007


T. THOMPSON
CHIEF FIRE OFFICER
NN/no

DATE: 08 FEBRUARY 2018

Employee Number: _____

Authority Number: _____



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