Government Gazette
Staatskoerant

REPUBLIC OF SOUTH AFRICA
REPUBLIEK VAN SUID AFRIKA

Vol. 716 21 February Februarie 2025 No. 52152

N.B. The Government Printing Works will not be held responsible for the quality of "Hard Copies" or "Electronic Files" submitted for publication purposes

ISSN 1682-5845

AIDS HELPLINE: 0800-0123-22 Prevention is the cure

IMPORTANT NOTICE:

THE GOVERNMENT PRINTING WORKS WILL NOT BE HELD RESPONSIBLE FOR ANY ERRORS THAT MIGHT OCCUR DUE TO THE SUBMISSION OF INCOMPLETE / INCORRECT / ILLEGIBLE COPY.

NO FUTURE QUERIES WILL BE HANDLED IN CONNECTION WITH THE ABOVE.

Contents

No.		Gazette No.	Page No.
BOARD NOTICES • RAADSKENNISGEWINGS			
Public Works and Infrastructure, Department of / Openbare Werke en Infrastruktuur, Departement van			
741	Quantity Surveying Profession Act, 2000 (Act 49 of 2000): The South African Council for the Quantity Surveying Profession: Amendment of the Act: 2024 Guideline Tariff of Professional Fees	52152	3

BOARD NOTICE 741 OF 2025

THE SOUTH AFRICAN COUNCIL
for the
QUANTITY SURVEYING PROFESSION
Established in terms of the Quantity Surveying Profession Act 2000 (Act No 49 of 2000)

AMENDMENT OF GUIDELINE TARIFF OF PROFESSIONAL FEES QUANTITY SURVEYING PROFESSION ACT, 2000 (ACT 49 OF 2000)

In terms of section 34 (2) of the Quantity Surveying Profession Act, 2000 (Act 49 of 2000), the South African Council for the Quantity Surveying Profession hereby makes known that it has determined amended guideline professional fees as set out in the Schedule hereunder:

The amended guidelines contained in the Schedule below shall become effective on 1 May 2024

The 2024 Guideline Tariff of Professional fees was published as Board Notice ……in Government Gazette No…….of February 2025

2024 GUIDELINE TARIFF OF PROFESSIONAL FEES

SCHEDULE

GUIDELINE TARIFF OF PROFESSIONAL FEES IN RESPECT OF SERVICES RENDERED BY PERSONS REGISTERED IN TERMS OF THE QUANTITY SURVEYING PROFESSION ACT 2000 (ACT NO 49 OF 2000)

TABLE OF CONTENTS

	Page
Preamble	2
1 General	3
2 Building work, engineering work, management and supplementary services	3
2.1 General	3
2.2 Fee calculation	3
2.3 Appropriate percentage for building work	5
2.4 Appropriate percentage for engineering work	6
2.5 Appropriate percentage for management services	6
2.6 Appropriate percentage for supplementary services	7
2.7 Apportionment of fee to stages	8
2.8 Fee for consortium representative and apportionment	8
3 Services at risk	9
4 Excessive variation	9
5 Commissions terminated	9
6 Extraordinary contract provisions	10
7 Time charge	10
8 Disbursements	12
9 Payment	12
10 Definitions and interpretation	13

PREAMBLE

This Guideline Tariff of Professional Fees provides an equitable basis for determining the **scope of work** required for any particular building or engineering project and the associated remuneration comprising the **fee** and **disbursements** to be paid for professional quantity surveying **services**. This approach serves as a guideline only and does not preclude the use of any other basis appropriate to the particular situation at hand in order to arrive at an agreed **fee** and claimable **disbursements** for the **services** to be provided.

The South African Council for the Quantity Surveying Profession acknowledges that there are clients who may not be conversant with the development procedures of building or engineering projects, nor with the professional expertise required by a quantity surveyor to provide the **services** required. This guideline will assist in such circumstances.

Competition in respect of **fees** payable within the quantity surveying profession is healthy for both the profession and clients. This Guideline Tariff of Professional Fees is not prescriptive, but merely a guideline of what is deemed to be fair and reasonable for the services rendered.

In line with the stated purpose of the Competitions Act, the publication of this guideline is to:

- promote the efficiency, adaptability and development of the economy;
- provide market transparency to consumers with competitive prices and product choices;
- promote employment and advance the social and economic welfare of South Africans;
- expand opportunities for South African participation in world markets and recognise the role of foreign competition in the Republic;
- ensure that small and medium-sized enterprises have an equitable opportunity to participate in the economy; and
- promote a greater spread of ownership, in particular to increase the ownership stakes of historically disadvantaged persons.

It remains the prerogative of the client and quantity surveyor to negotiate a **fee** for the **services** to be provided. The guideline should be used to assist the client in assessing the risks associated with a **fee** that is too low or too high for the **services** required. In the same vein, clients need to assess the risk of removing too many services to be undertaken by the quantity surveyor. Reducing the **fee** and/or the **services** to be rendered to the extent that the quantity surveyor's remuneration and input becomes insufficient to effectively attend to all aspects of the required quantity surveying **services,** will be detrimental to the project.

Note: Refer to clause 1.1 hereinafter for words and phrases highlighted above

This gazette is also available free online at **www.gpwonline.co.za**

1.0 GENERAL

1.1 Where the words and phrases are highlighted in the text of this Guideline Tariff of Professional Fees, they shall bear the meaning assigned to them in clause 10.0 and where such words and phrases are not highlighted, they shall bear the meaning consistent with the context

1.2 All fees and charges set out in this Guideline Tariff of Professional Fees exclude **VAT**

1.3 Each category (clauses 2.3 to 2.6) shall include the *pro rata* value of preliminaries and the *pro rata* amount of adjustment under any applicable contract price adjustment provision, whether such value or adjustment is applicable to any category or not

1.4 This Guideline Tariff of Professional Fees does not make any differentiation between different types or complexities of buildings, nor methodology of construction

2.0 BUILDING WORK, ENGINEERING WORK, MANAGEMENT AND SUPPLEMENTARY SERVICES

2.1 **General**

The **fee** is a **basic fee** (clause 2.2.1) multiplied by the **appropriate percentage** (clauses 2.3 to 2.6) and apportioned as set out in the apportionment of fees to stages (clause 2.7), provided that:

2.1.1 The **basic fee** is calculated on the **value for fee purposes** in the case of building work and engineering work and on the **value for fee purposes** but with exclusions in terms of clause 10.49.10 not applicable in the case of management and supplementary services

2.1.2 Where a single contract includes categories covered by more than one **appropriate percentage** the **basic fee** shall be apportioned to each category before multiplying each apportionment by the applicable **appropriate percentage**

2.1.3 Where, in respect of **replication**, minor differences and work measured provisionally are individually adjusted in the final account, the value of **measured work** of both omissions and additions in respect of such adjustments is added to the value of non-replication work for **fee** calculation purposes

2.2 **Fee calculation**

The **fee** is calculated as set out hereunder

This gazette is also available free online at **www.gpwonline.co.za**

2.2.1 **Basic fee**

VALUE FOR FEE PURPOSES				Basic fee				
				Primary charge	Marginal rate			
1				2	3			
Up to			R 1 000 000	R 23 000	13,25%	on balance over	R	-
R 1 000 001	-	R	2 000 000	R 155 500	13,00%	on balance over	R	1 000 000
R 2 000 001	-	R	4 000 000	R 285 500	12,75%	on balance over	R	2 000 000
R 4 000 001	-	R	8 000 000	R 540 500	10,95%	on balance over	R	4 000 000
R 8 000 001	-	R	16 000 000	R 978 500	9,55%	on balance over	R	8 000 000
R 16 000 001	-	R	32 000 000	R 1 742 500	8,30%	on balance over	R	16 000 000
R 32 000 001	-	R	64 000 000	R 3 070 500	7,40%	on balance over	R	32 000 000
R 64 000 001	-	R	128 000 000	R 5 438 500	6,75%	on balance over	R	64 000 000
R 128 000 001	-	R	256 000 000	R 9 758 500	5,38%	on balance over	R	128 000 000
R 256 000 001	-	R	500 000 000	R 16 644 900	5,20%	on balance over	R	256 000 000
R 500 000 001	-	R	1 500 000 000	R 29 332 900	4,20%	on balance over	R	500 000 000
R 1 500 000 001	-	R	3 000 000 000	R 71 332 900	3,75%	on balance over	R	1 500 000 000
R 3 000 000 001	-	R	10 000 000 000	R 127 582 900	2,70%	on balance over	R	3 000 000 000
R 10 000 000 001		and over		R 316 582 900	2,25%	on balance over	R	10 000 000 000

2.2.2 Adjustment factor

An adjustment factor is to be applied to the **fee** to take into account aspects that will either increase or decrease the **fee** for risk, complexity, market conditions and the like

2.2.3 Examples of **fee** calculations

The following are examples of the most commonly used **fee** calculations for **building works**

Assumptions:

Final value of the contract	R 100 000 000
Final value of **mechanical and electrical installations ancillary to building works** and **civil engineering works ancillary to building works** in terms of clauses 10.10 and 10.24	R 22 500 000

Fee calculation where the quantity surveyor is not required to perform a service in respect of **mechanical and electrical installations ancillary to building works and civil engineering works ancillary to building works** in terms of clause 10.49.10

Value for fee purposes: R100 000 000 - R 22 500 000 = R77 500 000

Primary Charge	R 5 438 500
Marginal rate: 6,75% of R13 500 000 (balance over R64 000 000)	R 911 250
Guideline **fee**	R 6 349 750
Adjustment factor to increase or decrease the **fee** in terms of clause 2.2.2	R *to be assessed*
Adjusted **fee**	R *as applicable*

This gazette is also available free online at **www.gpwonline.co.za**

Fee calculation where the quantity surveyor is required to perform a service in respect of **mechanical and electrical installations ancillary to building works and civil engineering works ancillary to building works** in terms of clause 10.49.10	
Value for fee purposes: R100 000 000	
Primary Charge	R 5 438 500
Marginal rate: 6,75% of R36 000 000 (balance over R64 000 000)	R 2 430 000
Guideline **fee**	R 7 868 500
Adjustment factor to increase or decrease the **fee** in terms of clause 2.2.2	R *to be assessed*
Adjusted **fee**	R *as applicable*

2.3 **Appropriate percentage for building work**

Note: Exclusions in terms of clause 10.49.10 are applicable when determining the **value for fee purposes**

Category	Appropriate percentage					
	*Contracts with **bills of quantities**	*Contracts with **simplified bills of quantities**	Contracts without **bills of quantities**	**Builder's quantities**	**Payment valuations**	**Cost-plus** contracts
1	2	3	4	5	6	7
Alteration works …….	140	100	75	20	15	70
Building works ……	100	75	75	20	15	70
Replication:						
Prototypes and other non-replication works …	Apply applicable **appropriate percentage**					n/a
Replication(s) of prototype …….	60% of applicable **appropriate percentage**					n/a
Multiple procurement contracts:						
Principal contractor appointed …….	Increase the **fee** by 10%			n/a	n/a	n/a
No principal contractor appointed …….	Increase the **fee** by 20%			n/a	n/a	n/a

*Includes contracts with bills of provisional quantities or schedule of rates

This gazette is also available free online at **www.gpwonline.co.za**

2.4 **Appropriate percentage for engineering work**

Note: Exclusions in terms of clause 10.49.9 are applicable when determining the **value for fee purposes**

Category	Appropriate percentage			
	*Contracts with **engineering bills of quantities**	Contracts without **engineering bills of quantities**	**Payment valuations**	**Cost-plus** contracts
1	2	3	4	5
Civil engineering works: Category I …….	55	45	15	55
Civil engineering works: Category II ……	70	45	15	55
Electrical engineering works …….	65	45	15	55
Mechanical engineering works …….	65	45	15	55
Process engineering works:				
Utilizing detail isometric drawings…….	55	45	15	55
Utilizing general arrangement drawings ...	100	45	15	55
Replication:				
Prototypes and other non-replication works ……..	Apply applicable **appropriate percentage**			n/a
Replication(s) of prototype ……..	60% of applicable **appropriate percentage**			n/a

*Includes contracts with bills of provisional quantities or schedule of rates

2.5 **Appropriate percentage for management services**

Note: Exclusions in terms of clause 10.49.10 are not applicable when determining the **value for fee purposes**

Category	Appropriate percentage	
	Building works	Engineering works
1	2	3
Principal agency ……..	45	42,5
Principal consultancy ……..……	30	27,5
Project monitoring …….	25	22,5
Quality inspection ……..	15	15

This gazette is also available free online at **www.gpwonline.co.za**

2.6 **Appropriate percentage for supplementary services**

Note: Exclusions in terms of clause 10.49.10 are not applicable when determining the **value for fee purposes**

Category	**Appropriate percentage**
1	2
Cost norms	7
Locational bills of quantities	Negotiated
Schedule of materials for **building works** for which the quantity surveyor has not prepared **bills of quantities**	120 (calculated on the total value of such materials)
Targeted procurement	7
Valuations for assessment of taxation, fire insurance, expropriation, rental return and similar purposes based upon:	A time charge where value is less than R10 000 000
Rate per area method with suitable drawings	1
Rate per area method with measurements on site	1,75
Elemental method with suitable drawings	2
Elemental method with measurements on site	3,5

This gazette is also available free online at **www.gpwonline.co.za**

2.7 Apportionment of fees to stages

Category	Percentage of **fee**					
	Stage 1 Inception	**Stage 2** Concept and viability	**Stage 3** Design development	**Stage 4** Documentation and procurement	**Stage 5** Construction	**Stage 6** Close-out
1	2	3	4	5	6	7
Bills of quantities and **engineering bills of quantities** contracts:						
Bills of provisional quantities ……..	5,0	10	15	25	40	5
Bills of quantities ……..	5,0	10	15	40	25	5
Schedule of rates ……	5,0	10	20	10	50	5
Builder's quantities ……..	n/a	n/a	n/a	100	n/a	n/a
Contracts without **bills of quantities** ….	2,5	7,5	10	20	52,5	7,5
Cost norms …….....	15	15	15	20	25	10
Cost-plus contracts …….……..	2,5	7,5	10	15	57,5	7,5
Payment valuations ……..……..	n/a	n/a	n/a	n/a	92,5	7,5
Principal agency ……..……	n/a	n/a	7,5	7,5	70	15
Principal consultancy ……	25	25	25	25	n/a	n/a
Project monitoring ……..…..	2,5	5	10	17,5	50	15
Quality inspection ……..…..	n/a	n/a	n/a	n/a	85	15
Replication of prototype ……..	2,5	5	5	17,5	62,5	7,5
Schedule of materials ……....	n/a	n/a	n/a	100	n/a	n/a
Simplified bills of quantities contracts:						
Bills of provisional quantities ……..	2,5	7,5	10	17,5	55	7,5
Bills of quantities ……..	2,5	7,5	10	35	37,5	7,5
Schedule of rates ……	2,5	7,5	10	12,5	60	7,5
Targeted procurement ……...	n/a	n/a	n/a	20	60	20
				During **Stage 4**	During **Stage 5**	
Multiple procurement contracts (overrides all other category apportionments) ……..……..	2,5	5	7,5	15	20	45	5

2.8 Fee for consortium representative and apportionment

2.8.1 The **fee** for the **consortium representative** is 10 per cent, which is not an additional **fee** but is that portion of the **fee**, for **services** rendered by a consortium of quantity surveyors, which shall be allocated to the **consortium representative**

2.8.2 The apportionment of the **fee** to stages is as stated in clause 2.7 for the applicable category

This gazette is also available free online at **www.gpwonline.co.za**

3.0 SERVICES AT RISK

Where **services at risk** are rendered and the project proceeds within two years of completion of such **services at risk**, then the quantity surveyor shall either be appointed on such project for **services** in the relevant category of column 1 of clauses 2.3, 2.4 or 2.5 in which the **services at risk** were rendered at a **fee** in accordance with column 2 of clauses 2.3 and 2.4 or columns 2 or 3 of clause 2.5 as the case may be, or if not appointed on such project on such basis, he is entitled, without providing any further **services**, to charge a **fee** of 20 per cent of the afore- mentioned **fee**

4.0 EXCESSIVE VARIATION

4.1 Should a contract incorporating **bills of quantities** be varied to such an extent that the total value of **measured work** omitted in the adjustment of variations exceeds 10 per cent of the value of **measured work** in the **value for fee purposes**, then an additional **fee** of 50 per cent of the marginal percentage listed in column 3 of clause 2.2.1 applicable to the **value for fee purposes** is charged on the amount of **measured work** omitted

4.2 Should a contract incorporating bills of provisional quantities be varied to such an extent that a separately identifiable portion thereof originally included in the documentation is subsequently omitted, then an additional **fee** of 30 per cent of the marginal percentage listed in column 3 of clause 2.2.1 applicable to the **value for fee purposes** is charged on the estimated value of such separately identified work

4.3 Should the actual construction period less any extension of time allowed for additional measured work exceed the initial contractual construction period by more than 10 per cent, through no fault of the appointed quantity surveyor, then an additional fee is charged which shall be calculated at the hourly rates according to the guidelines for professional fees together with all related reimbursable expenses. This additional fee shall be agreed to in writing, with the client prior to the commencement of additional work and / or any other extension of time as may be applicable.

4.4 The initial contractual and the actual construction periods shall be taken as commencing on the same day and all time periods shall be calculated in calendar days without any deduction for builder's holidays. The site shall be considered to be abandoned if no or very little work was performed by the contractor during the period of being abandoned and the quantity surveyor was required to perform limited services during that period

5.0 COMMISSIONS TERMINATED

5.1 Should a commission be terminated the **fee** for **services** completed is calculated in accordance with this Guideline Tariff of Professional Fees and the **fee** for **services** partially completed shall be determined *pro rata* to the complete **services**

5.2 Should a commission be terminated after the commencement of **Stage 4** then, in addition to the **fee** calculated in accordance with clause 5.1, a surcharge of 10 per cent is payable on the difference between the full **fee** calculated in accordance with this Guideline Tariff of Professional Fees for the **services** commissioned and the **fee** calculated in accordance with clause 5.1, provided that where a commission is reinstated or resumed within a period of one year from the date of termination such surcharge is considered to be partial payment of the **fee** calculated in accordance with this Guideline Tariff of Professional Fees

This gazette is also available free online at **www.gpwonline.co.za**

5.3 For the purposes of clauses 5.1 and 5.2 a commission shall be deemed to be terminated where the **services** are deferred or suspended for a period of more than 180 calendar days in aggregate

6.0 EXTRAORDINARY CONTRACT PROVISIONS

Should extraordinary contract provisions be required (such as multiple direct payments to subcontractors and/or suppliers or if more than one payment certificate per month is to be issued) which may cause additional work for the quantity surveyor not covered elsewhere in this Guideline Tariff of Professional Fees, then a time charge is applicable for such additional work

7.0 TIME CHARGE

7.1 Where the work is of such a nature that other provisions of this Guideline Tariff of Professional Fees do not apply, the **fee** is a time charge at the following rates per hour or part thereof:

7.1.1 Registered professional principals[1]: at rates to be determined from time to time by the South African Council for the Quantity Surveying Profession in the following categories:

- not exceeding 5 years experience[2]
- exceeding 5 years and not exceeding 10 years experience[2]
- exceeding 10 years experience[2]
- specialist work[3]

[1] "Principal", for this purpose, is a person who acts as a partner, a sole proprietor, a director or a member who, jointly or severally with other partners, co-directors or co-members, bears the risks of the business, or a person who takes responsibility for projects and related liabilities of such practice and where such person's level of expertise and relevant experience is commensurate with such position

[2] "Experience", for this purpose, commences from the date of being awarded professional quantity surveyor (PrQS) registration status by the South African Council for the Quantity Surveying Profession

[3] "Specialist work", other than expert witness, mediator, arbitrator or umpire, for this purpose, is work of a specialist nature performed by a quantity surveyor who has more than 10 years' experience as a PrQS as well as specialist knowledge and expertise in the construction industry

7.1.2 Salaried personnel: 17 cents for each R100 of **gross annual remuneration** applicable at the time the **services** are rendered

This gazette is also available free online at **www.gpwonline.co.za**

7.2 Notwithstanding clause 7.1 the following time charge is to be levied for **services** listed hereunder:

Category	Percentage of time charge*
1	2
Financial viability studies ……..…	100
Life cycle costing ……..….	100
Tenant requirements ……..…..	100
Value management ……...….	125
Default by either party to a building contract ……...…..….	100
Disputes, litigation or mediation (assisting in the settlement of disputes, attending meetings and attending at court) …….	100
Expert witness (preparation, attending meetings and attending at court) …...…	110 (minimum of three hours)
Mediator (time spent in establishing procedural matters with the parties, attending the mediation hearing, studying the evidence and framing and publishing the opinion) ……..…….….	125 (minimum of three hours)
Arbitrator or umpire (time spent in establishing procedural matters with the parties, attending the arbitration court, studying the evidence and framing and publishing the award) ……..…	125 (minimum of three hours)

*The time charge is nevertheless not to exceed the time charge for specialist work as determined in accordance with clause 7.1.1

7.3 Notwithstanding the provisions of clauses 7.1 and 7.2, the time charge for national and provincial government departments is at the following rates per hour, rounded off to the nearest rand:

7.3.1 Principals (Directors of practices): 18,75 cents for each R100 of the total annual remuneration package attached to the lowest notch of a level 13 salary range (Director) in the Public Service

7.3.2 Registered professional quantity surveyors: 17,5 cents for each R100 of the total annual remuneration package attached to the lowest notch of a level 12 salary range (Deputy Director second leg) in the Public Service

7.3.3 Salaried professional personnel: 16,5 cents for each R100 of their **gross annual remuneration**; provided that this hourly rate shall not exceed 16,5 cents for each R100 of the total annual remuneration package attached to the lowest notch of a level 11 salary range (Deputy Director first leg) in the Public Service

7.3.4 Hourly rates calculated in terms of clause 7.3 are deemed to include overheads and charges in respect of time expended by clerical personnel which is, therefore, not chargeable separately

7.3.5 Unless otherwise specifically agreed in writing, remuneration for the time expended by principals in terms of clause 7.3.1 on a project is limited to 5 per cent of the total time expended for time charge fees on the project. Any time expended by principals in excess of the 5 per cent limit is remunerated at the rates determined in clause 7.3.2 or 7.3.3

This gazette is also available free online at **www.gpwonline.co.za**

7.3.6 Notwithstanding the above, where **services** are of such a nature that personnel as described in clause 7.3.3 are capable of performing such **services**, it is to be remunerated at that level and not at the rates described in clauses 7.3.1 and 7.3.2, irrespective of who in fact executed the **services**

7.3.7 The hourly rates calculated in terms of clause 7.3 is only adjusted on the first day of each calendar year irrespective of any changes in salary range during the relevant year

8.0 DISBURSEMENTS

8.1 For **disbursements**, additional payment shall be claimed over and above the **fee** payable under any other provision of this Guideline Tariff of Professional Fees

8.2 Where payment is effected on a time charge, travelling time is charged for in full at the rate as determined in clause 7.0

8.3 Where payment is effected on a basis other than a time charge and the contract site is situated further than 50km from the quantity surveyor's place of practice, travelling time is charged at the rate as determined in clause 7.0 provided that one hour of the duration of each return journey shall be excluded from the calculation

9.0 PAYMENT

9.1 The quantity surveyor is entitled to render invoices monthly for a **fee** or a part **fee** taking cognisance of the apportionment of **fees** as stated in clause 2.7 and for the reimbursement of **disbursements**. Such invoices are due and payable by the client on receipt thereof

9.2 Notwithstanding the provisions of clause 9.1, the following is to apply in respect of national and provincial government departments:

9.2.1 The quantity surveyor is only entitled to render invoices for **Stages 1**, **2**, **3** or **4** (or equivalent stages) upon the successful completion of each stage, as the case may be

9.2.2 Interim invoices may only be rendered during **Stage 5**, and then not more frequently than quarterly. The quantity surveyor is entitled to render interim invoices for **Stages 1**, **2**, **3** or **4**, if such stages are delayed for more than 30 calendar days by circumstances beyond the control of the quantity surveyor

9.2.3 For interim payments during **Stage 5**, one third of the **fee** is to be apportioned to the draft final account where applicable

9.3 Should the client not have paid any invoice within 30 calendar days of receipt thereof, the client shall be liable for interest for late payment. Such interest shall be calculated and payable at a rate of 2 percentage points above the rate of interest applicable from time to time to prime borrowers at the quantity surveyor's bank from the due date for payment

This gazette is also available free online at **www.gpwonline.co.za**

10.0 DEFINITIONS AND INTERPRETATION

10.1 **"ALTERATION WORKS"** means works documented in accordance with the provisions of "Alterations" in the Standard System of Measuring Building Work published by the Association of South African Quantity Surveyors or in accordance with any other similar comprehensive system of measuring building work and shall include new works of a fragmentary nature to existing structures and shall be deemed to include **redecoration works**

10.2 **"APPROPRIATE PERCENTAGE"** means the appropriate percentage set out in clauses 2.3 to 2.6 as the case may be

10.3 **"BASIC FEE"** means the sum of the fees set out in columns 2 and 3 of clause 2.2.1

10.4 **"BILLS OF QUANTITIES"** means bills of quantities, bills of provisional quantities or schedule of rates documented in accordance with the Standard System of Measuring Building Work published by the Association of South African Quantity Surveyors or in accordance with any other similar comprehensive system of measuring building work

10.5 **"BUILDER'S QUANTITIES"** means bills of quantities, bills of provisional quantities or schedule of rates documented in accordance with the Guide to Measuring Builder's Quantities published by the Association of South African Quantity Surveyors or in accordance with any other similar guide to measuring builder's quantities

10.6 **"BUILDING AND ENGINEERING WORKS SERVICES"** means the **services** listed in columns 2 to 4 and 7 of clause 2.3 and columns 2, 3 and 5 of clause 2.4, which in broad terms includes the following:

10.6.1 **Stage 1**

10.6.1.1 Assisting in developing a clear project brief

10.6.1.2 Attending project initiation meetings

10.6.1.3 Advising on the procurement policy for the project

10.6.1.4 Advising on other professional consultants and services required

10.6.1.5 Defining the quantity surveyor's **scope of work** and **services**

10.6.1.6 Concluding the terms of the client/quantity surveyor professional services agreement with the client

10.6.1.7 Advising on economic factors affecting the project

10.6.1.8 Advising on appropriate financial design criteria

10.6.1.9 Providing necessary information within the agreed scope of the project to the other professional consultants

and for which the following deliverables are applicable:

10.6.1.10 Agreed **scope of work**

10.6.1.11 Agreed **services**

10.6.1.12 Signed client/quantity surveyor professional services agreement

This gazette is also available free online at **www.gpwonline.co.za**

10.6.2 **Stage 2**

10.6.2.1 Agreeing the documentation programme with the **principal consultant** and other professional consultants

10.6.2.2 Attending design and consultants' meetings

10.6.2.3 Reviewing and evaluating design concepts and advising on viability in conjunction with the other professional consultants

10.6.2.4 Receiving relevant data and cost estimates from the other professional consultants

10.6.2.5 Preparing preliminary and elemental or equivalent estimates of construction cost

10.6.2.6 Assisting the client in preparing a financial viability report

10.6.2.7 Auditing space allocation against the initial brief

10.6.2.8 Liaising, co-operating and providing necessary information to the client, **principal consultant** and other professional consultants

and for which the following deliverables are applicable:

10.6.2.9 Preliminary estimate(s) of construction cost

10.6.2.10 Elemental or equivalent estimate(s) of construction cost

10.6.2.11 Space allocation audit for the project

10.6.3 **Stage 3**

10.6.3.1 Reviewing the documentation programme with the **principal consultant** and other professional consultants

10.6.3.2 Attending design and consultants' meetings

10.6.3.3 Reviewing and evaluating design and outline specifications and exercising cost control in conjunction with the other professional consultants

10.6.3.4 Receiving relevant data and cost estimates from the other professional consultants

10.6.3.5 Preparing detailed estimates of construction cost

10.6.3.6 Assisting the client in reviewing the financial viability report

10.6.3.7 Commenting on space and accommodation allowances and preparing an area schedule

10.6.3.8 Liaising, co-operating and providing necessary information to the client, **principal consultant** and other professional consultants

This gazette is also available free online at **www.gpwonline.co.za**

and for which the following deliverables are applicable:

10.6.3.9 Detailed estimate(s) of construction cost

10.6.3.10 Area schedule

10.6.4 **Stage 4**

10.6.4.1 Attending design and consultants' meetings

10.6.4.2 Assisting the **principal consultant** in the formulation of the procurement strategy for contractors, subcontractors and suppliers

10.6.4.3 Reviewing working drawings for compliance with the approved budget of construction cost and/or financial viability

10.6.4.4 Preparing documentation for both principal and subcontract procurement

10.6.4.5 Assisting the **principal consultant** with calling of tenders and/or negotiation of prices

10.6.4.6 Assisting with financial evaluation of tenders

10.6.4.7 Assisting with preparation of contract documentation for signature

and for which the following deliverables are applicable:

10.6.4.8 Budget of construction cost

10.6.4.9 Tender documentation

10.6.4.10 Financial evaluation of tenders

10.6.4.11 Priced contract documentation

10.6.5 **Stage 5**

10.6.5.1 Attending the site handover

10.6.5.2 Preparing schedules of predicted cash flow

10.6.5.3 Preparing pro-active estimates for proposed variations for client decision-making

10.6.5.4 Attending regular site, technical and progress meetings

10.6.5.5 Adjudicating and resolving financial claims by the contractor(s)

10.6.5.6 Assisting in the resolution of contractual claims by the contractor(s)

10.6.5.7 Establishing and maintaining a financial control system

10.6.5.8 Preparing valuations for payment certificates to be issued by the **principal agent**

This gazette is also available free online at **www.gpwonline.co.za**

10.6.5.9 Preparing final account(s) including remeasurement(s) as required for the works on a progressive basis

and for which the following deliverables are applicable:

10.6.5.10 Schedule(s) of predicted cash flow

10.6.5.11 Estimates for proposed variations

10.6.5.12 Financial control reports

10.6.5.13 Valuations for payment certificates

10.6.5.14 Progressive and draft final account(s)

10.6.6 **Stage 6**

10.6.6.1 Preparing valuations for payment certificates to be issued by the **principal agent**

10.6.6.2 Concluding final account(s)

and for which the following deliverables are applicable:

10.6.6.3 Valuations for payment certificates

10.6.6.4 Final account(s)

10.7 **"BUILDING WORKS"** means building work including mechanical and electrical installations in buildings and civil engineering works ancillary to building works, such as earthworks, basements, reticulations (stormwater, sewer and water), roads, paving, reservoirs, towers and the like

10.8 **"CIVIL ENGINEERING WORKS: CATEGORY I"** means shafts, tunnels, airport runways and aprons, roads, railways, sports fields, earthworks, earth dams and dredging

10.9 **"CIVIL ENGINEERING WORKS: CATEGORY II"** means piling, jetties and quays, bridges and their abutments, culverts, cooling and other towers, reservoirs, caissons, canals, aqueducts, sewers, pipelines, electric mains, storage and treatment tanks, structural steelwork, grain elevators, silos and structures for housing of or bases for heavy industrial and public utility plant, machinery and equipment such as furnace houses and rolling mills for steelworks, boiler houses, reactor and turbine blocks and turbine halls to electricity generating stations and extraction and process plants

10.10 **"CIVIL ENGINEERING WORKS ANCILLARY TO BUILDING WORKS"** shall be limited to the following:

10.10.1 Main reticulations (stormwater, sewer and water) outside the defined area of the building site

10.10.2 Reservoirs

10.10.3 Roads

10.10.4 Water towers

This gazette is also available free online at **www.gpwonline.co.za**

10.11 **"CONSORTIUM REPRESENTATIVE"** means the practice/person so nominated by the client or the consortium. The consortium representative shall carry out such leadership functions as the consortium may agree from time to time including managing and co-ordinating, liaising with the client and relevant other professional consultants, receiving all instructions, rendering accounts, receiving payment and facilitating payment to the consortium

10.12 **"COST NORMS"** means cost norms prescribed by the Department of Public Works and it is implied that from initial determination of needs and during the respective stages as defined in clauses 10.41 to 10.46 the quantity surveyor is involved with and reports regarding calculation of space and cost limits from given accommodation lists, monitoring and adjusting the cost against an advanced or elemental cost plan as necessary in order to maintain it within the prescribed limits and on completion of the contract submits reconciliation statements confirming compliance with the prescribed space limits (information provided by others) and cost limits

10.13 **"COST-PLUS"** means **building works** or engineering works executed on the basis that the contractor is paid a management fee to cover overheads and profit and that his costs in respect of labour, material and plant are reimbursed by the client. The quantity surveyor shall examine the contractor's claims for labour, material and plant in sufficient detail to obtain reasonable assurance that the claims are valid in terms of the contract and that they are free of material misstatement

10.14 **"DISBURSEMENTS"** means the reimbursement for the following expenses properly incurred by the quantity surveyor for the project:

10.14.1 Printing, plotting, photocopying, maps, models, presentation materials, photography, typing of bills of quantities, final accounts, pre-qualification documents, feasibility reports, preliminary design reports, (excluding general correspondence, minor reports, contractual reports, progress reports, payment certificates, etc.)

10.14.2 Accommodation, subsistence and travelling allowances, including kilometre allowances at current recognised rates for the use of vehicles

10.14.3 International telephone calls, mobile / internet data and facsimiles, special postage and courier deliveries

10.14.4 Other expenses subject to agreement with the client

10.15 **"ELECTRICAL ENGINEERING WORKS"** means electrical installations and instrumentation other than **electrical installations ancillary to building works**

10.16 **"ELECTRICAL INSTALLATIONS ANCILLARY TO BUILDING WORKS"** shall be as defined in clause 10.24

10.17 **"ENGINEERING BILLS OF QUANTITIES"** means bills of quantities, bills of provisional quantities or schedule of rates documented in respect of:

10.17.1 Civil engineering works, in accordance with an appropriate method of measurement for civil engineering works

10.17.2 Electrical, mechanical or **process engineering works**, in accordance with an appropriate method of measurement for such works

10.18 **"FEE"** means the remuneration in respect of **services** rendered by a quantity surveyor in private practice, calculated in accordance with this Guideline Tariff of Professional Fees.

This gazette is also available free online at **www.gpwonline.co.za**

The fee excludes **VAT**

10.19 **"FINANCIAL VIABILITY STUDIES"** means financial viability studies and other pre-design studies involving an economic investigation and appraisal of a project

10.20 **"GROSS ANNUAL REMUNERATION"** means:

10.20.1 Basic salary and guaranteed annual bonus

10.20.2 Fringe benefits not included in basic salary

10.20.3 Income benefit, as determined from time to time by the South African Revenue Services for income tax purposes, for the private use of a motor vehicle provided by the employer

10.20.4 Employer's contribution to pension/provident fund

10.20.5 Employer's contribution to medical aid

10.20.6 Employer's contribution to group life assurance premiums

10.20.7 Compensation Fund and Unemployment Insurance Fund contributions and any other statutory contributions or levies

10.20.8 All other costs and benefits as per conditions of appointment but excluding any share of profit and payment for overtime

10.21 **"LOCATIONAL BILLS OF QUANTITIES"** means **bills of quantities** required by the client to be separated into blocks, elements, functions or other locations

10.22 **"MEASURED WORK"** means work measured for incorporation in **bills of quantities** or a final account and shall exclude:

10.22.1 Work originally measured as provisional, including budgetary allowances and provisional amounts

10.22.2 Adjustments involving the substitution of materials without additional measurement

10.22.3 Any applicable contract price adjustment

10.22.4 Preliminaries or any adjustment thereof

10.22.5 Contingencies

10.23 **"MECHANICAL ENGINEERING WORKS**" means mechanical installations other than **mechanical installations ancillary to building works**

10.24 **"MECHANICAL AND ELECTRICAL INSTALLATIONS ANCILLARY TO BUILDING WORKS"** shall be limited to the following:

10.24.1 Air-conditioning and mechanical ventilation

10.24.2 Boiler equipment

10.24.3 Conveyor systems

This gazette is also available free online at **www.gpwonline.co.za**

10.24.4 Electrical and electronic installations

10.24.5 Gas and compressed air systems

10.24.6 Incinerators and compactor units

10.24.7 Laundry equipment

10.24.8 Lifts, hoists and escalators

10.24.9 Pumping equipment

10.24.10 Refrigeration installations

10.24.11 Specialist fire detection and fire prevention installations including sprinkler installations

10.24.12 Steam installations

10.24.13 X-ray and sterilisation equipment

10.25 **"MULTIPLE PROCUREMENT CONTRACTS"** means **building works** where separate documentation and related services are required for work executed under at least 10 subcontracts where a principal contractor is appointed, or executed under at least 10 direct contracts where no principal contractor is appointed, and where the final value of such subcontracts or direct contracts, as the case may be, including any amount of adjustment under any applicable contract price adjustment provision exceeds 40 per cent of the **value for fee purposes**. Note that the *pro rata* value of the principal contractor's preliminaries is not to be added to the value of the subcontracts when calculating the aforementioned 40 per cent

10.26 **"PAYMENT VALUATIONS"** means surveying a contract in progress, taking particulars and preparing valuations for the issue of interim payment certificates on a contract for which the quantity surveyor has not prepared procurement documentation

10.27 **"PRINCIPAL AGENCY"** means the services of the **principal agent** listed in columns 2 and 3 of clause 2.5, which in broad terms include the following:

10.27.1 **Stage 1**

10.27.1.1 No services

10.27.2 **Stage 2**

10.27.2.1 No services

10.27.3 **Stage 3**

10.27.3.1 Preparing, co-ordinating, agreeing and monitoring a detailed design and documentation programme

and for which the following deliverables are applicable:

10.27.3.2 Documentation programme

This gazette is also available free online at **www.gpwonline.co.za**

10.27.4 **Stage 4**

10.27.4.1 Recommending and agreeing procurement strategy for contractors, subcontractors and suppliers with the client and the other professional consultants

10.27.4.2 Preparing and agreeing the procurement programme

10.27.4.3 Advising the client, in conjunction with the other professional consultants on the appropriate insurances

10.27.4.4 Managing procurement process and recommending contractors for approval by the client

10.27.4.5 Agreeing the format and procedures for monitoring and control by the quantity surveyor of the cost of the works

10.27.4.6 Co-ordinating the assembly of the contract documentation for signature

and for which the following deliverables are applicable:

10.27.4.7 Procurement programme

10.27.4.8 Tender/contract conditions

10.27.4.9 Record of all meetings

10.27.4.10 Obtaining approval by the client of tender recommendation(s)

10.27.4.11 Contract documentation for signature

10.27.5 **Stage 5**

10.27.5.1 Arranging site handover to the contractor

10.27.5.2 Establishing the construction documentation issue process

10.27.5.3 Agreeing and monitoring issue and distribution of construction documentation

10.27.5.4 Instructing the contractor on behalf of the client to appoint subcontractors

10.27.5.5 Conducting and recording regular site meetings

10.27.5.6 Reviewing, approving and monitoring the preparation of the construction programme by the contractor

10.27.5.7 Regularly monitoring performance of the contractor against the construction programme

10.27.5.8 Adjudicating entitlements that arise from changes required to the construction programme

10.27.5.9 Receiving, co-ordinating and monitoring approval of all contract documentation provided by the contractor(s)

This gazette is also available free online at **www.gpwonline.co.za**

10.27.5.10 Agreeing quality assurance procedures and monitoring implementation thereof by the other professional consultants and the contractor(s)

10.27.5.11 Monitoring preparation and auditing of the contractor's health and safety plan and approval thereof by the health and safety consultant

10.27.5.12 Monitoring preparation of the environmental management plan by the environmental consultant

10.27.5.13 Establishing procedures for monitoring scope and cost variations

10.27.5.14 Monitoring, reviewing, approving and issuing payment certificates

10.27.5.15 Receiving, reviewing and adjudicating any contractual claims

10.27.5.16 Monitoring preparation of financial control reports by the other professional consultants

10.27.5.17 Preparing and submitting progress reports

10.27.5.18 Monitoring preparation of final account(s)

10.27.5.19 Co-ordinating, monitoring and issuing practical completion lists and the certificate of practical completion

10.27.5.20 Facilitating and expediting receipt of occupation certificates

and for which the following deliverables are applicable:

10.27.5.21 Signed contracts

10.27.5.22 Approved construction programme

10.27.5.23 Construction documentation

10.27.5.24 Payment certificates

10.27.5.25 Progress reports

10.27.5.26 Record of all meetings

10.27.5.27 Certificate(s) of practical completion

10.27.6 **Stage 6**

10.27.6.1 Co-ordinating and monitoring rectification of defects

10.27.6.2 Managing procurement of operations and maintenance manuals, guarantees and warranties

10.27.6.3 Managing preparation of as-built drawings and documentation

10.27.6.4 Managing procurement of outstanding statutory certificates

10.27.6.5 Monitoring, reviewing, approving and issuing payment certificates

This gazette is also available free online at **www.gpwonline.co.za**

10.27.6.6 Issuing completion certificates

10.27.6.7 Managing agreement of final account(s)

10.27.6.8 Preparing and presenting the project close-out report

and for which the following deliverables are applicable:

10.27.6.9 Completion certificates

10.27.6.10 Record of necessary meetings

10.27.6.11 Project close-out report

10.28 **"PRINCIPAL AGENT"** means the entity appointed by the client to manage and administer the agreement entered into between the employer and a contractor for the execution of the project or part thereof

10.29 **"PRINCIPAL CONSULTANCY"** means the services of the **principal consultant** listed in columns 2 and 3 of clause 2.5, which in broad terms include the following:

10.29.1 **Stage 1**

10.29.1.1 Facilitating development of a clear project brief

10.29.1.2 Establishing the procurement policy for the project

10.29.1.3 Assisting the client in the procurement of necessary and appropriate other professional consultants including the clear definition of their roles and responsibilities

10.29.1.4 Establishing in conjunction with the client, other professional consultants and all relevant authorities, the site characteristics, rights and constraints for the proper design of the intended project

10.29.1.5 Defining the **principal consultant's** and other professional consultants' scope of work and services

10.29.1.6 Concluding the terms of the client/**principal consultant** and other professional consultants' professional services agreements with the client

10.29.1.7 Facilitating a schedule of the required consents and approvals

10.29.1.8 Preparing, co-ordinating and monitoring a project initiation programme

10.29.1.9 Facilitating client approval of all **Stage 1** documentation

and for which the following deliverables are applicable:

10.29.1.10 Project brief

10.29.1.11 Agreed **scope of work**

10.29.1.12 Agreed **services**

This gazette is also available free online at **www.gpwonline.co.za**

10.29.1.13 Project procurement policy

10.29.1.14 Signed client/consultant professional services agreements

10.29.1.15 Integrated schedule of consents and approvals

10.29.1.16 Project initiation programme

10.29.1.17 Record of all meetings

10.29.2 **Stage 2**

10.29.2.1 Assisting the client in the procurement of necessary and appropriate other professional consultants including the clear definition of their roles and responsibilities

10.29.2.2 Advising the client on the requirement to appoint a health and safety consultant

10.29.2.3 Communicating the project brief to the other professional consultants and monitoring the development of the concept and viability

10.29.2.4 Agreeing format and procedures for cost control and reporting by the other professional consultants

10.29.2.5 Preparing a documentation programme and indicative construction programme

10.29.2.6 Co-ordinating concept and viability documentation for presentation to the client for approval

10.29.2.7 Facilitating approval of the concept and viability by the client

10.29.2.8 Facilitating approval of the concept and viability by statutory authorities

and for which the following deliverables are applicable:

10.29.2.9 Signed client/consultant professional services agreements

10.29.2.10 Indicative documentation programme and construction programme

10.29.2.11 Record of all meetings

10.29.2.12 Approval by the client to proceed to **Stage 3**

10.29.3 **Stage 3**

10.29.3.1 Agreeing and implementing communication processes and procedures for the design development of the project

10.29.3.2 Assisting the client in the procurement of necessary and appropriate other professional consultants including the clear definition of their roles and responsibilities

10.29.3.3 Conducting and recording consultants' and management meetings

This gazette is also available free online at **www.gpwonline.co.za**

10.29.3.4 Facilitating input required by health and safety consultant

10.29.3.5 Facilitating design reviews for compliance and cost control

10.29.3.6 Facilitating timeous technical co-ordination

10.29.3.7 Facilitating client approval of all **Stage 3** documentation

and for which the following deliverables are applicable:

10.29.3.8 Additional signed client/consultant professional services agreements

10.29.3.9 Record of all meetings

10.29.3.10 Approval by the client to proceed to **Stage 4**

10.29.4 **Stage 4**

10.29.4.1 Co-ordinating and monitoring preparation of procurement documentation by consultants in accordance with the project procurement programme

10.29.5 **Stage 5**

10.29.5.1 No services

10.29.6 **Stage 6**

10.29.6.1 No services

10.30 **"PRINCIPAL CONSULTANT"** means the entity appointed by the client to manage and administer the services of all the professional consultants

10.31 **"PROCESS ENGINEERING WORKS"** means process piping, flow control systems and equipment associated with process plants

10.32 **"PROJECT MONITOR"** means the entity appointed by the client to carry out a watching brief and to financially monitor the project on behalf of the client

10.33 **"PROJECT MONITORING"** means the services of the **project monitor** listed in columns 2 and 3 of clause 2.5, which in broad terms include the following:

10.33.1 **Stage 1**

10.33.1.1 Receiving commission/instruction from the client to establish his requirements and advising on various courses of action and procedures to suit the particular requirements of the project

10.33.1.2 Attending technical and progress meetings as may be deemed necessary

10.33.1.3 Commenting on fee proposals submitted by the professional consultants

10.33.1.4 Commenting on the **Stage 1** deliverables provided by the professional consultants

This gazette is also available free online at **www.gpwonline.co.za**

and for which the following deliverables are applicable:

10.33.1.5 Report to client on matters of concern and action taken

10.33.2 **Stage 2**

10.33.2.1 Attending technical and progress meetings as may be deemed necessary

10.33.2.2 Commenting on estimates of project cost and financial viability reports prepared by others and providing such other cost advice as may reasonably be required

10.33.2.3 Commenting on fee proposals submitted by the professional consultants

10.33.2.4 Commenting on the **Stage 2** deliverables provided by the professional consultants

and for which the following deliverables are applicable:

10.33.2.5 Report to client on matters of concern and action taken

10.33.3 **Stage 3**

10.33.3.1 Attending technical and progress meetings as may be deemed necessary

10.33.3.2 Commenting on estimates of project cost and financial viability reports prepared by others and providing such other cost advice as may reasonably be required

10.33.3.3 Commenting on fee proposals submitted by any further professional consultants

10.33.3.4 Commenting on the **Stage 3** deliverables provided by the professional consultants

and for which the following deliverables are applicable:

10.33.3.5 Report to client on matters of concern and action taken

10.33.4 **Stage 4**

10.33.4.1 Attending technical and progress meetings as may be deemed necessary

10.33.4.2 Commenting on procurement procedures and documentation prior to calling for tenders or negotiating

10.33.4.3 Commenting on tender reports and recommendations

10.33.4.4 Commenting on contract documentation, including priced **bills of quantities** where applicable, prior to signing of the contract

10.33.4.5 Commenting on the Stage **4 deliverables** provided by the professional consultants

This gazette is also available free online at **www.gpwonline.co.za**

and for which the following deliverables are applicable:

10.33.4.6 Report to client on matters of concern and action taken

10.33.5 **Stage 5**

10.33.5.1 Attending site, technical and progress meetings as may be deemed necessary

10.33.5.2 Commenting on tender reports and recommendations for subcontracts

10.33.5.3 Commenting on financial control reports and cash flow schedules

10.33.5.4 Advising the client on payment certificates prior to issuing

10.33.5.5 Attending management/financial meetings

10.33.5.6 Commenting on the financial and contractual aspects of claims between the client and the contractor, excluding services related to mediation, arbitration and litigation

10.33.5.7 Commenting on the **Stage 5** deliverables provided by the professional consultants

and for which the following deliverables are applicable:

10.33.5.8 Report to client on matters of concern and action taken

10.33.6 **Stage 6**

10.33.6.1 Advising the client on the acceptability of the final account

10.33.6.2 Advising the client on the final payment certificate prior to issuing

10.33.6.3 Commenting on the **Stage 6** deliverables provided by the professional consultants

and for which the following deliverables are applicable:

10.33.6.4 Report to client on matters of concern and action taken

10.34 **"QUALITY INSPECTION"** means the inspection of the works at intervals as may be considered appropriate, to assess and report on whether the works are being completed generally in accordance with the drawings and specifications. Quality inspection specifically excludes mechanical and electrical installations, structural works and other specialist installations or works which are to be executed by specialist consultants

Quality inspection does not ensure the performance of the contractor nor does it create a contractual relationship with the contractor

10.35 **"REDECORATION WORKS"** means work associated with the redecoration of existing buildings such as cleaning, painting and paperhanging and shall include associated preparation work and shall be deemed to be included under **alteration works** in the value for fee purposes

This gazette is also available free online at **www.gpwonline.co.za**

10.36 **"REPLICATION"** means the replication of an individual distinct building or structure within a contract or of a previous contract and shall be applicable only when the total quantities in all trades or the total cost of the prototype can be readily multiplied in the procurement documentation by the number of individual distinct buildings or structures, the intention being that minor differences and work measured provisionally shall, where necessary, be adjusted in the final account

Individual distinct buildings or structures, even though they may not be free standing but may occur on a common podium or separate substructure, shall be regarded as replication

10.37 **"SCOPE OF WORK"** means the portion of the works for which the quantity surveyor is required to provide **services** and which, unless specifically otherwise agreed, shall exclude the work listed in clause 7.2 and the work indicated as exclusions in the **value for fee purposes**

10.38 **"SERVICES"** means the duties and responsibilities of the quantity surveyor in providing professional quantity surveying services

10.39 **"SERVICES AT RISK"** means **services** rendered on the basis that, subject to clause 3.0, no **fee** will be charged for such **services** unless the project proceeds

10.40 **"SIMPLIFIED BILLS OF QUANTITIES"** means **bills of quantities**, provisional bills of quantities or schedule of rates documented in accordance with the Standard System of Measuring Building Work for Small or Simple Buildings published by the Association of South African Quantity Surveyors or in accordance with any other similar simplified standard system of measuring building work

10.41 **"STAGE 1"** means the inception stage, which is to establish the client requirements and preferences, assess user needs and options, appointment of necessary consultants, establish the project brief including project objectives, priorities, constraints, assumptions, aspirations and strategies

10.42 **"STAGE 2"** means the concept and viability stage, which is to prepare and finalise the project concept in accordance with the brief including the scope, scale, character, form, function and preliminary programme and viability of the project

10.43 **"STAGE 3"** means the design development stage, which is to develop the approved concept to finalise the design, outline specifications, cost plan, financial viability and programme for the project

10.44 **"STAGE 4"** means the documentation and procurement stage, which is to prepare the construction and procurement documentation, confirm and implement the procurement strategies and procedures for effective and timeous procurement of necessary resources for the execution of the project

10.45 **"STAGE 5"** means the construction stage, which is to manage, administer and monitor the construction contracts and processes, including the preparation and co-ordination of the procedures and documentation to facilitate practical completion of the works

10.46 **"STAGE 6"** means the close-out stage, which is to fulfil and complete the project close-out including the preparation of the necessary documentation to facilitate effective completion, handover and operation of the project

This gazette is also available free online at **www.gpwonline.co.za**

10.47 **"TARGETED PROCUREMENT"** means incorporating the participation of targeted enterprises into a contract, the setting of participation targets for the contract, the measurement of key participation indicators to be used in the evaluation of tenders and the audit of compliance with the tendered participation target during the execution of the contract, all in accordance with the provisions of the client's targeted procurement documentation

10.48 **"TENANT REQUIREMENTS"** means the evaluation of tenant requirements involving separate accounting for each tenant

10.49 **"VALUE FOR FEE PURPOSES"** means the final value of the contract, or a fair estimate where no final value is available, which shall include clauses 10.49.1 to 10.49.5:

10.49.1 Subject to clause 10.49.9, all labour and materials, whether supplied free of charge or not, provided that where materials are "free issue" and the value of such materials is not known or disclosed, such value shall be estimated at market rates current at the date of tender

10.49.2 Any credit for materials from the existing structures which are to become the property of the contractor, which credit shall be treated as an addition and not as a credit

10.49.3 All specialist services and installations which form an integral part of the contract, including services covered by provisional amounts for subcontracts and/or prime cost amounts

10.49.4 Any amount of adjustment under any applicable contract price adjustment provisions when certified for payment to the contractor

10.49.5 Subject to clause 10.49.6, taxes and duties

and which final value of the contract shall exclude clauses 10.49.6 to 10.49.10:

10.49.6 **VAT**

10.49.7 Any amount set aside for contingencies

10.49.8 Work generally outside the scope of the work carried out by the contractor and excluded from the contract, in respect of which the quantity surveyor is not required to perform a service

10.49.9 All supply costs on engineering contracts for major items of permanent plant, equipment and machinery

10.49.10 For **building work** the final value of any **mechanical and electrical installations ancillary to building works** and of any **civil engineering works ancillary to building works** in respect of which the quantity surveyor is required only to incorporate into the relevant documentation such information furnished by others, which final value shall include any amounts arising from contract price adjustment provisions and shall exclude any amounts for profit and attendance to the principal contractor and any apportionment of the value of preliminaries

10.50 **"VALUE MANAGEMENT"** means the facilitation of a systematic multi-disciplinary creative process to generate alternatives with the object of maximising the functional and economic value of a project and, in the case of a commercial development, to enhance the return on the investment

This gazette is also available free online at **www.gpwonline.co.za**

10.51 **"VAT"** means Value-Added Tax in terms of the Value-Added Tax Act, 1991 (Act 89 of 1991)

This gazette is also available free online at **www.gpwonline.co.za**

This page does not form part of the 2024 Guideline Tariff of Professional Fees

SCHEDULE OF CHANGES TO PREVIOUS EDITIONS

SINCE PUBLICATION OF THE 2001 TARIFF OF FEES

Tariff of Fees	Item	Clause changed	Revision
2003 Tariff of Fees	Basic fee	2.2	amended
	Time charge	8.1.2	amended
2005 Tariff of Fees	Time charge	8.3	amended
2007 Tariff of Fees	Appropriate percentage for building work	2.3	amended
	Apportionment of fee to services	2.7	amended
	Time charge	8.3.5	amended
	Definition: Multiple procurement contracts	11.26	amended
	Definition: Service B	11.37.1	amended
2009 Tariff of Fees	Basic fee	2.2	amended
	Appropriate percentage for building work	2.3	amended
	Appropriate percentage for engineering work	2.4	amended
	Appropriate percentage for management services	2.5	amended
	Appropriate percentage for supplementary services	2.6	amended
	Apportionment of fee to stages	2.7	amended
	Affordable housing	was 3	deleted
	Clauses 4 to 11	4 to 10	renumbered
	Excessive variation	was 5.3 now 4.3	amended
	Disbursements	was 9 and 9.1 now 8 and 8.1	amended
	Payment	was 10 now 9	amended
	Definitions and interpretation	was 11 now 10	amended and renumbered
2010 Tariff of Fees	Appropriate percentage for management services	2.5	amended
	Apportionment of fee to stages	2.7	amended
	Excessive variation	4.1 and 4.2	amended
	Payment	9.1 and 9.3	amended
	Payment	9.2.3	new
	Definitions and interpretation: Stages	10.39 to 10.44 now 10.6 and 10.41 to 10.46	amended
	Definitions and interpretation: Disbursements	10.13 now 10.14	amended
	Definitions and interpretation: Principal agency	10.26 now 10.27	amended
	Definitions and interpretation: Principal consultancy	10.28 now 10.29	amended
	Definitions and interpretation: Project monitor	10.32	new
	Definitions and interpretation: Project monitoring	10.31 now 10.33	amended
	Definitions and interpretation: renumbered as necessary	10.0	renumbered
2013 Tariff of Fees	Heading: “Guideline”	heading	amended
	General	1.4	new
	Time charge: Experience	7.1.1	amended
	Time charge: Life cycle costing	7.2	new
	Definitions and interpretation: Alteration works	10.1	amended
	Definitions and interpretation: Building and engineering works services: Stage 5	10.6.5.9	amended
	Definitions and interpretation: Building works	10.7	amended
	Definitions and interpretation: Disbursements	10.14.2	amended

This gazette is also available free online at **www.gpwonline.co.za**

2015 Tariff of Fees	"Guideline"	all clauses	inserted
	Table of Contents	first page	new
	Preamble	second page	new
	Fee calculation	2.2	new
	Basic fee	2.2.1	renumbered and amended
	Adjustment factor	2.2.2	new
	Examples of calculations	2.2.3	new
	Time charge	7.1.1	amended
	Time charge	7.1.2	amended
	Engineering bills of quantities	10.7.1	amended
	Engineering bills of quantities	10.7.2	amended
2024 Tariff of Fees	"Guideline"	all clauses	inserted
	Table of Contents	first page	amended
	Basic fee	2.2.1	amended
	Appropriate percentage for building work	2.3	amended
	Apportionment of fee to stages	2.7	amended
	Excessive Variation	4.3	amended
	Time charge	7.3.1	amended
	Time charge	7.3.2	amended
	Time charge	7.3.3	amended
	Definitions and interpretation: Alterations works	10.1	amended
	Definitions and interpretation: Disbursements	10.14.1	amended
	Definitions and interpretation: Redecoration works	10.35	amended

Inconsequential wording and typographical corrections have not been listed

This gazette is also available free online at **www.gpwonline.co.za**

Printed by and obtainable from the Government Printer, Bosman Street, Private Bag X85, Pretoria, 0001
Contact Centre Tel: 012-748 6200. eMail: info.egazette@gpw.gov.za
Publications: Tel: (012) 748 6053, 748 6061, 748 6065

This gazette is also available free online at **www.gpwonline.co.za**