



GENERAL SCOPE OF WORKS

- **Stage 3 services**

Review the documentation programme with the principal consultant and other consultants

Attend design and consultants' meetings

Review and evaluate design and outline specifications and exercise cost control in conjunction with the other consultants

Receive relevant data and cost estimates from the other consultants

Prepare detailed estimates of construction cost

Assist the client in reviewing the financial viability report

Comment on space and accommodation allowances and prepare an area schedule

Liaise, co-operate and provide necessary information to the client, principal consultant and other consultants

- **Stage 4 services**

Attend design and consultants' meetings

Assist the principal consultant in the formulation of the procurement strategy for contractors, subcontractors and suppliers

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

Prepare documentation for both principal and subcontract procurement

Assist the principal consultant with calling of tenders and / or negotiation of prices

Assist with financial evaluation of tenders

Assist with the preparation of contract documentation for signature

Budget of construction cost

Tender documentation

Financial evaluation of tenders

Priced contract documentation

- **Stage 5 services**

Attend the site handover

Prepare schedules of predicted cash flow

Prepare pro-active estimates for proposed variations for client decision-making

Attend regular site, technical and progress meetings

Adjudicate and resolve financial claims by the contractor(s)

Assist in the resolution of contractual claims by the contractor(s)

Establish and maintain a financial control system

Prepare valuations for payment certificates to be issued by the principal agent

Prepare final account(s) for the works on a progressive basis

Service 5 deliverables



Schedule(s) of predicted cash flow
Estimates for proposed variations
Financial control reports
Valuations for payment certificates
Progressive and draft final account(s)

- **Stage 6 services**

Prepare valuations for payment certificates to be issued by the principal agent
Conclude final account(s)

PROPOSAL: ESTIMATED TOTAL PROJECT COST = R3 800 000.00

STAGE	DELIVERABLE	%	COST
Stage 3	DESIGN DEVELOPMENT		
Stage 4	DOCUMENTATION AND PROCUREMENT		
Stage 5	CONSTRUCTION		
Stage 6	CLOSE-OUT		
		Sub Total	
		Discount	
		Disbursements	
		VAT	
		Total	