

SPACE REQUIREMENTS					
PROJECT:		LEASING OF OFFICE SPACE FOR WESTERN CAPE PROVINCIAL OFFICE			
BID NO:		SCMU: 12 - 2025/26			
LEASE PERIOD:		till March 2023o			
WORKSPACE					
DESCRIPTION OF ROOM	NUMBER OF OFFICES	SPATIAL RE-QUIREMENTS	ASSIGNABLE SQUARE METER	COMPLY YES / NO	Commitment to comply by date of occupation
PROVINCIAL OFFICE					
PROVINCIAL MANAGER	1	25	25		
SKILLS ADVISORS	2	12	24		
ADMINISTRATOR	1	12	12		
ETQA	1	12	12		
RECEPTIONIST	1	20	20		
OPEN PLAN	1	40	40		
TOTAL NET WORKINGSPACE	7	-	133		
SUPPORT SPACE PER WORKSPACE AREA					
BOARDROOM	1	50,00	50		
CONSULTING ROOMS	2	20,00	40		
STOREROOM	1	50,00	50		
CLEANERS' STOREROOM	1	12,00	12		
SERVER ROOM AND IT REQUIREMENTS AS PER PARAGRAPH 4.1.9 OF THE TOR	1	4,00	4		
REGISTRY	1	38,00	38		
KITCHEN TO ACCOMMODATE FRIDGE AND MICROWAVE	1	12,00	12		
CHILL ROOM	1	11,00	11		
ABLUTION FACILITIES	3	0,00	-		
TOTAL NET SUPPORT SPACE A	8	-	217		
TOTAL NET SPACE REQUIRED	15	-	112		
3.2 PARKING SPACE: SUPPORT SPACE B					
PARKING SPACE: COVERED	9				
TOTAL NUMBER OF PARKING SPACES	9				
4					
5 LETTABLE AREA					
	-	-	350,00	-	
TOTALS REFLECTED ARE ESTIMATED SPACE TO INFORM ACQUISITION OF LEASE ACCOMMODATION					
WATER TANK AS PER THE REQUIREMENT: YES /NO					
GENERATOR OR SOLAR PROVIDED: YES/NO					
BIDDER'S INFORMATION:					
NameSignatureDate					
NOTES					
more than what has been requested in Annexure A (Inherent Requirements Checklist).					