



**BLACKHOUND**

ARCHITECTURE & RENDERING

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**Client:**

Ebenezer International  
Anton Hutton – 084 467 5548  
[antohutton42@gmail.com](mailto:antohutton42@gmail.com)

**Date:** 20 February 2025

## SCOPE OF WORKS:

Design, visualize, and do the necessary municipal drawings for council approval on **Erf [erf number]**, **[area]**.

Optional services to choose from will be provided in the breakdown below.

**Project Requirements:**

**New Auditorium with the following spatial requirements:**

1. Entrance with Coffee Shop – Coffee shop must connect to outdoor spaces and must be able to run everyday without having to use the main Auditorium.
  - 80-120 m<sup>2</sup>
2. 500 to 800 seat Auditorium.
  - 500-900 m<sup>2</sup>
3. 3x Offices.
  - 30-45 m<sup>2</sup> (Approx. 10-15 m<sup>2</sup> per office)
4. Music Room – For rehearsals, intimate creative sessions, and pre-service prayers.
  - 40-60 m<sup>2</sup>
5. Pastor preparation and prayer room - linking to the stage.
  - 15-25 m<sup>2</sup>
6. 3x Spaces for Kids area for different ages - connecting to a secure outdoor play area.
  - 120-180 m<sup>2</sup>



7. Mother's Room.
  - 20-30 m<sup>2</sup>
8. Media room – For social media content creation.
  - 30-50 m<sup>2</sup>
9. Small Venue (50+ seats).
  - 70-100 m<sup>2</sup>
10. General Store room.
  - 20-40 m<sup>2</sup>
11. General Ablutions.
  - 40-60 m<sup>2</sup>

**Additional Spaces next to the Auditorium:**

1. 2<sup>nd</sup> Hand shop.
  - 36-50 m<sup>2</sup>
2. Laundry.
  - 20-30 m<sup>2</sup>
3. Ablutions with showers.
  - 36-50 m<sup>2</sup>

**Total Estimated Size:**

1,100 - 1,700 m<sup>2</sup>

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# NEW ± 1300 sqm MIXED-USE BUILDING –

## QUOTE & DELIVERABLES:

### **Professional Fees Calculation:** Architectural Workstage: Stage 1 to 4.2

Professional Fees in terms of Section 34 (2) of the Architectural Profession Act, 2000 Act 44 of 2000 - 4 Oct 2024

- |                                                                                                                       |              |
|-----------------------------------------------------------------------------------------------------------------------|--------------|
| 1. <b>Phase 1: Design (2D and 3D visualization).</b>                                                                  | R 146 280.71 |
| 2D design floor plans + 3D visualization of the new building.                                                         |              |
| 2. <b>Phase 2: Site development plan</b>                                                                              | R 168 785.43 |
| Basic overview submission to council to get a pre-approval prior to the municipal submissions.                        |              |
| 3. <b>Phase 3: Municipal Submissions</b>                                                                              | R 135 028.34 |
| Once the SDP has been approved, we will proceed with main municipal drawings and submissions to council for approval. |              |
| 4. <b>Phase 4: Tender drawings</b>                                                                                    | R 112 523.62 |
| Technical drawings have been included for the tendering process.                                                      |              |

**TOTAL QUOTE:** (VAT not applicable)

**R 562 618.10**

## PAYMENT TERMS:

- |                                                                 |              |
|-----------------------------------------------------------------|--------------|
| 1) <b>Phase 1: Design and Visualization:</b>                    |              |
| 60% Non-refundable deposit payable at acceptance of the quote:  | R 87,768.10  |
| The balance of phase 1 to be paid at design approval:           | R 58 512.61  |
| 2) <b>Phase 2: Site Development Plan: (SDP)</b>                 |              |
| Full SDP fees payable to commence with the drawings.            | R 168 785.43 |
| 3) <b>Phase 3: Municipal Submissions:</b>                       |              |
| Fees payable to commence with the drawings.                     | R 135 028.34 |
| 4) <b>Phase 4: Tender Drawings:</b>                             |              |
| Fees payable at completion and handover of Tender drawings set. | R 112 523.62 |

## KINDLY NOTE:

- Should our scope of work increase, our fees will be adjusted to accommodate the extra scope. This will be discussed before the work commences.
- This quote is only valid for 30 Days after the date of issue. Unless otherwise agreed.
- Each invoice to be settled within 14 days after the date of issue.

## Excluded from the fees:

- Submission fees (e.g. Council and municipal related fees/Estate/NHBRC)
- Hard copy prints (e.g. Council and municipal related)
- Other Professional consultancy fees that may be required (e.g. Structural Engineer, Quantity and Site Surveyors, Health & Safety, etc.)
- Execution of the works and testing of materials to ensure compliance with drawings and specifications remains the responsibility of the contractor.
- Project Management and Construction drawings and oversight. Should you require our services during the construction period, a separate fee proposal will be issued for these stages and the scope of work.

## TERMS AND CONDITIONS:

Blackhound will be employed for design, visualization, site development plan submission, municipal submission, and tender drawings. A design and 3D visualization of the development will be created. Once the client approves the design. When the client is ready to proceed with the project, the fees for the SDP phase will be payable and we will proceed with the Site Development Plan drawings and submission, followed by the submission of municipal drawings for council approval followed by the invoice for the Municipal drawings. We will then proceed with the Tender technical drawings to support the tender process.

Projects management and ongoing construction drawings was not included in this quotation. A separate quote can be provided upon request.

### 1.1) SITE VISITS:

If additional Site Visits are requested, a travel expense of **R650.00** per Site Visit will be charged. This will be invoiced at the end of each month for the duration of the project or when Site visits are requested.

### 1.2) DEVIATIONS:

Any on-site deviations requiring updated plans will be billed at an hourly rate of **R 650.00**. A separate quotation for revising and, if necessary, resubmitting the drawings to council will be provided to the client for their approval.

### 1.3) PRINTS:

Our fees are exclusive of any hard copy prints. If we must make hard copy prints for any reasons not attributed to BLACKHOUND ENTERPRISES PTY LTD, the client will be notified beforehand and will be invoiced separately or added to the client's final invoice. Once the plans are approved by council, we will provide you with your stamped approved hard copy.

Revision drawings will be emailed to the site management team or the client where hard copy revision drawings will be the responsibility of the contractor / client / site manager.



## **1.4) TERMINATION:**

If the agreement between the parties is terminated by either party for reasons not caused by BLACKHOUND ENTERPRISES PTY LTD, the fee for the work in progress and the completed work will be due for payment.

## **1.5) SUSPENSION:**

BLACKHOUND ENTERPRISES PTY LTD retains the right to suspend all service until the settlement of any outstanding account.

## **1.6) OTHER PROFESSIONALS:**

BLACKHOUND ENTERPRISES PTY LTD is not responsible for the performance of other professionals (such as Town Planners and Engineers), nor for the quality of drawings and documents provided by them, tender prices, the actions of Homeowner Associations, Municipalities, or Municipal Services. We are also not responsible for the performance of the Contractor or any of their Sub-Contractors, Suppliers, or employees.

## **1.7) COPYRIGHT:**

BLACKHOUND ENTERPRISES PTY LTD retains the ownership of copyright to all its intellectual property. No designs, drawings or documents may be used and shared with other parties without our express permission.

## **1.8) FEE OFFSET:**

The Client is not entitled to 'set-off' or withhold payment for any alleged claim against either BLACKHOUND ENTERPRISES PTY LTD or any other party involved in the building contract. The claim is to be dealt with on its own merits.

## **1.9) VAT:**

BLACKHOUND ENTERPRISES PTY LTD. Is not a VAT vendor. All architectural fees presented are exclusive of VAT until further notice. If the client requires a VAT number, we can make the arrangements with our accountant.

## **1.10) PROJECT MANAGEMENT:**

Project management is not included in this fee proposal.  
Should you require this service a separate quote can be provided.

## **1.11) PROCUREMENT:**

Procurement is not included in this fee proposal.  
This is where we for example, source the furniture and related items for the client.  
Should you require this service a separate quote can be provided.



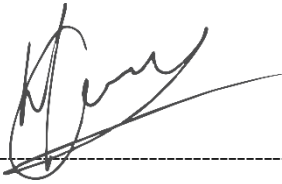
## ACCEPTANCE:

The Terms and Conditions presented here may be modified or amended as necessary only by written instrument signed by both parties.

By submitting the non-refundable deposit payment, you are agreeing to the terms and conditions detailed in this document. This proposal is agreed upon in full, signed and dated.

By signing this document, I indicate that I understand, agree to, and accept the terms and conditions as contained herein, dated **20 February 2025**.

I, \_\_\_\_\_ hereby agree to the Terms and Conditions laid out in this document.



Hannes Gouws  
Director | PSAT 32449887  
Email: [hannes@blackhoundenterprises.com](mailto:hannes@blackhoundenterprises.com)  
Phone: 072 799 9597

\_\_\_\_\_  
Anton Hutton / Representative.  
Date:

## ARCHITECTURAL WORK STAGES:

For information purposes only:

### Stage 1: Inception

- a) Receive, appraise and report on the client's requirements with regard to the client's brief;
- b) Determine the site and rights and constraints;
- c) Determine budgetary constraints; 0
- d) Determine the need for consultants;
- e) Determine indicative project timelines;
- f) Determine methods of contracting; and
- g) Whether other statutory authority applications are required or desirable.

### Stage 2: Concept Design

- a) Prepare an initial design concept and advise on:
  - i. the intended space provisions and planning relationships;
  - ii. proposed materials and intended building services; and
  - iii. the technical and functional characteristics of the design.
- b) Check for conformity of the concept with the rights to the use of the land.
- c) Consult with local and statutory authorities.
- d) Review the anticipated costs of the project. e) Review the project programme.



## Stage 3: Design Documentation

- a) Develop all aspects of the design from concept to full development including, but not limited to, construction systems, materials, fittings, and finishes selections;
- b) Review the programme and budget with the client, principal consultant or other consultants;
- c) Coordinate other consultants' designs into building design;
- d) Prepare design development drawings including drafting technical details and material specifications;
- e) Discuss and agree on the building plan application and approval requirements with the local authority;

## Stage 4: Documentation and Procurement

### Stage 4.1: (Municipal Submission stage)

- a) Prepare documentation required for local authority building plan application submission;
- b) Co-ordinate technical documentation with the consultants and complete primary co-ordination sufficient to support building plan submission;
- c) Review the costing and programme with the consultants;
- d) Obtain the client's authority, and submit documents for approval at the local authority.

### Stage 4.2: (Construction / Tender stage)

- a) Prepare specifications for the works;
- b) Complete technical documentation sufficient for tender;
- ~~c) Obtain offers for the execution of the works;~~
- ~~d) Evaluate offers, and recommend a successful tenderer for appointment;~~
- ~~e) Prepare the contract documentation and arrange the signing of the building contract by the client and the successful tenderer;~~
- ~~f) Complete all remaining technical and construction documentation and coordinate same with the consultants;~~

## Stage 5: Construction

- ~~a) Administer the building contract;~~
- ~~b) Give possession of the site to the contractor;~~
- ~~c) Issue construction documentation;~~
- ~~d) Review sub-contractor designs, shop drawings and documentation for conformity of design intent;~~
- ~~e) Inspect the works for conformity with the contract documentation and acceptable quality in terms of industry standards;~~
- ~~f) Administer and perform the duties and obligations assigned to the principal agent in the building contract;~~
- ~~g) Manage the completion process of the project;~~
- ~~h) Assist the client to obtain the required documentation necessary for the client to obtain the occupation certificate.~~



## **Stage 6: Close out**

- a) ~~Facilitate the project close out including the collation of the necessary documentation to effect completion, handover and operational manual of the project.~~
- b) ~~When the contractor's obligations with respect to the building contract have been fulfilled, the architectural professional shall issue the certificates related to the contract completion.~~
- c) ~~Provide the client with construction record documentation and the relevant technical and contractual undertakings by the contractor and subcontractors.~~