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BLACKHOUND
ARCHITECTURE & RENDERING

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BLACKHOUND
ARCHITECTURE & RENDERING

BLACKHOUND ENTERPRISES PTY LTD
T/A BLACKHOUND ARCHITECTURE & RENDERING

Dewald Potgieter
dewald@blackhound.co.za
072 418 6867

Unit 10 – The Network
19 Cactus Road
Fairview
Port Elizabeth (Gqeberha)
Eastern Cape
2075

Client:

Razeen Abader		Haanim Abader
082 396 7850		083 712 0139
abaderr2@gmail.com		haanim.adams-abader@fresenius-kabi.com

Date: 23 Oct 2025

SCOPE OF WORKS:

Measure, Design, Submission and project management of existing residential building on
4 Olea Street Gelvan Park (Erf 2901, Gelvandale).

1) Project brief:

a. Measure existing residential building and redraw.

- Size: +-240sqm

b. New design layout + 3D visualization (SketchUp)

- Existing ground floor alteration
- New first floor design

c. Complete & submit municipal plans to NMBM.

- Size: +-427 sqm
- Drawings to complete:
 - Site plan
 - Drainage sections
 - Basic floor plans
 - Sections
 - Elevations
 - SANS XA Calculations (Fenestrations, Lights, Roofs, etc)

d. Construction drawings:

- Technical drawings for contractor (For Pricing).
- Obtaining Bill of quantities from Contractor



Initial(s): HA DP

e. Project Management:

- Estimated project duration: +- 4 months
- Signing of JBCC contract between Client & Contractor.
- Management of the JBCC contact e.g.:
 1. Fortnightly minuted site meetings.
 2. Drawings vs implementation co-ordination.
 3. Monthly payment certificates issued to client (assessing the contractors claim each month and issuing a certificate to you to for payment)
 4. On going construction drawings.
 5. Quality control.
 6. And more (as per the JBCC contract).
- Administrative & reimbursements (travel, emails, phone calls, etc.)



Initial(s): A GA

QUOTATION:

Professional Fees Calculation:

PHASE 1:

1. Measure & Drawing as-built (2D) R 15 600.00
 - o Measure on-site
 - o Drawing up existing house
2. New design of ground floor + new first floor R 24 992.00
 - o 2D – Design floor plan
 - o 3D – Design visualization (Sketchup)
3. Municipal Submission (Drawing process) R 26 000.00
 - o Revised residential building
 - o New double storey
4. Administrative (Submission process) R 2 600.00
 - o Documentation, Travel, etc.

TOTAL PHASE 1: (VAT not applicable) R 61 192.00

PHASE 2:

1. Technical drawings for Pricing (Costing drawings) R 15 600.00
 - o Provide drawings and specifications to contractor
 - o Obtaining bill of quantities
 - o Admin

TOTAL PHASE 2: (VAT not applicable) R 15 600.00

PHASE 3:

1. Project Management (Costing drawings) R 32 369.14
 - o On-going site drawings (Duration: 4 x Months)
2. Project Management (Costing drawings) R 98 936.34
 - o Management of JBCC (Duration: 4 x Months)
 - o Admin (Documentation, Travel, etc.)

TOTAL PHASE 3: (VAT not applicable) R 131 305.48

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.



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Excluded from the fees:

- Hard copy prints, if required.
- No other applications to the local authorities are included (e.g., Heritage applications, Occupation applications, etc.)
- No municipal or related fees are included (e.g. Council and municipal related fees/Levies/Estate/NHBRC)
- Other Professional consultancy fees that may be required (e.g. Structural Engineer, Quantity and Site Surveyors, Health & Safety, Professional Town planner, etc.)
- Execution of the works and testing of materials to ensure compliance with drawings and specifications remains the responsibility of the contractor.

PAYMENT TERMS:

- 1) **Deposit** payable upon acceptance of quotation. (R 40 592.00)
- 2) Fees payable at **commencement of Municipal drawings.** (R 28 600.00)
- 3) Fees payable at **commencement of Technical drawings.** (R 15 600.00)
- 4) Fees payable for **Project management (4 x months):**
 - Month 1: (R 32 826.37)
 - Month 2: (R 32 826.37)
 - Month 3: (R 32 826.37)
 - Month 4: (R 32 826.37)

TERMS AND CONDITIONS:

BLACKHOUND (A.K.A. BLACKHOUND ENTERPRISES PTY LTD) will be appointed to measure and draw the existing residential building, as well as to design the altered internal ground floor layout and the new first floor. Once we receive the client's approval of these design layouts, we will proceed with visualising both the ground floor and first floor. After obtaining the client's final design approval, we will prepare and submit the building plans to the local authority for approval. Once the building plan approval is granted, we will send the drawings to the contractor for pricing. When the client is satisfied with the contractor's pricing, the client and contractor will sign a JBCC contract, under which we will be appointed to manage the contract.

1.1) SITE VISITS:

A total of **12 x site visits** has been included in this quotation. If additional Site Visits are requested, it be charged at R 650.00 per Site Visit. 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:

All deviations are included in this quotation.



Initial(s): A 2X

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**, the client will be notified beforehand and will be invoiced separately or added to the client's final invoice.

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**, the fee for the work in progress and the completed work will be due for payment.

1.5) SUSPENSION:

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

1.6) OTHER PROFESSIONALS:

BLACKHOUND 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 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** or any other party involved in the building contract. The claim is to be dealt with on its own merits.

1.9) VAT:

BLACKHOUND 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 necessary arrangements.



Initial(s): A DA

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 **23 October 2025**.

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



Dewald Potgieter
Director | PAT 30442820
Email: dewald@blackhound.co.za
Phone: 072 418 6867



Client: Razeen Adaber
Date: 2025/10/23

