



a member of the south african institute for architects

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## INTRODUCTION

TARCH is a firm providing architectural and project management services. The directors of TARCH have gained a wealth of experience in the various projects they have been involved with and the environment they have worked. TARCH is a solution focused organisation currently with offices in Polokwane, Nelspruit, & Pretoria. Through its partners and associates, TARCH has representation in the other provinces and is able to undertake projects of any scale and complexity.

## VISION

The firm is strictly focused on providing the best service. TARCH's vision is to be a leading architectural firm committed to the development of South Africa and the rest of the African continent.

### KEY FACTORS TO THIS VISION ARE:

- Responsiveness
- Reliability
- Protection of the environment
- Sustainable development
- Appropriate Technology

## VALUE

TARCH has a set of values it holds dearly in executing its services, the most important values to TARCH are:

- Excellence
- Honesty
- Integrity
- Determination
- Professionalism
- Long-term relationships with clients
- Social upliftment/empowerment
- Environmental consciousness
- Efficiency
- Team work

## MISSION

TARCH is committed to satisfy client's need

Through the provision of thoroughly throughout architectural design solutions on time, within budget and to required standards.

## SERVICES

We offer architectural and project management services aimed at achieving and exceeding the client's expectations. Establishing and maintaining long-standing, trusting and cooperative relationships with all stakeholders on projects achieve this.

## ARCHITECTURAL SERVICES

Architectural services offered include but are not limited to design brief compilation, space planning, contract documentation and tenders and contract administration. These are briefly outlined as follows:

## BRIEF COMPILATION

Compiling and preparation of report appraising and defining the clients requirements as well as advising the client on the need to appoint other consultants and the procedure to meet the client requirements including methods of contracting and any other services that may be required

### **CONTRACT DOCUMENTATION**

Preparation and compilation of drawings, specifications and other documents required for the invitation of tenders as well as construction of the building

### **TENDERS AND CONTRACT ADMINISTRATION**

Invitation of tenders, evaluation of bids and the compilation of a tender evaluation report to enable the client select a contractor. Upon site handover to the contractor, carry out site visits and site meetings at regular interval to ensure that construction is being carried out in accordance with the drawings and the conditions of contract.

### **PROJECT MANAGEMENT SERVICES**

Project management services offered include project planning, organisation, co-ordination and control, project procurement and contract administration, and Site co-ordination. These are briefly outlined as follows.

### **PROJECT PLANNING**

Establishing project scope (brief or project charter; clients requirements and objectives); formulating and agreeing on

the project strategy with the client; project resource requirements planning; project procurement planning; preparation of the project master and other schedules; preparation of the project organisational structure; monitoring, co-ordination and control of the preparation of cost estimates by the relevant consultants; monitoring, co-ordinating and control of the preparation of sketch designs and concept reports by the various professional consultants; planning and organising of presentations of design and concept reports by the various consultants for the client's approval.

### **PROJECT PROCUREMENT MANAGEMENT**

Formulating and implementing the procurement plan in the form of a schedule indicating information flow, decision making and timing of procurement and construction activities on site; determining the professionals, contractors and suppliers required on the project and advising the client accordingly; preparation and compilation of procurement documentation (pre-qualification documents, model contracts, requests for proposals, Bills of Quantities, specifications and other documents as

required on the specific project); co-ordinate and control the advertising campaign for procuring of professionals and other resources required on the project or compile a list of professionals, contractors and suppliers and invite them to submit tenders/proposals for work on the project; monitor and co-ordinate the reviewing and adjudication of tenders or proposals submitted by the various contractors or professionals; appoint, on behalf of the client, the relevant professionals and contractors

### **PROJECT ADMINISTRATION**

Monitoring and co-ordinating the contractual arrangements between the various parties to ensure performance in terms of schedule and quality; reporting on construction cost, quality and schedule performance; project change monitoring, co-ordination and control; and coordination and control of payments to various professionals, contractors and suppliers involved on the project;

### **PROJECT COMMUNICATION**

Formulation and implementation of a project communication plan; establish a project communication structure; planning,

organising and chairing the various project meetings to ensure effective co-ordination of the decision making, design, planning and construction processes; preparation and circulation of minutes of these meetings; monitoring and control of information flow on the project (drawings, specifications, details, correspondence, queries, instructions, etc).

## KEY STAFF

### TANIMU U BAIKIE

Tanimu is the Managing Director. He is a qualified professional architect registered with the South African Council of Architects. He is a member of the South African Institute of Architects, the Association of Arbitrators of South Africa, and the Project Management Institute of South Africa. He holds a Bachelors degree in Architecture, Certificate in Practical Project Management from Pretoria Technikon, Diploma in Project Management from Damelin. He has a broad range of skills and understanding in various types of environments he is equipped and very proficient on the issues pertaining to the construction industry. He has worked from conceptualisation of projects right through to actualisation of projects. He has the skill of precisely defining client needs for the development of architectural designs, working within development cost limits, working in complex multi disciplinary environments and coordinating various disciplines to achieve set goals. He has been involved with emerging contractors from historically disadvantaged communities, and he has

the skill to put work packages together that will be within the financial capability of emerging contractors. Tanimu has the skill of developing strategies to ensure that project plans are achieved.

### VONGAI PP PASIRAYI

Vongai is a qualified professional architect registered with the South African Council of Architects and a member of the South African Institute of Architects. She holds a Bachelors degree in Architecture with distinction and is skilled and knowledgeable in executing work effectively from design inception to project close out. Her project involvement includes public design interventions in historically disadvantaged contexts comprising public transportation solutions and infrastructure sustainability plans, upgrading of health facilities, urban renewal interventions and social housing. She worked on projects exploring the concept of intermodal retail and commercial development focusing on increasing community ownership in

infrastructure developments. Vongai has the skill of interpreting client needs and developing a brief into a comprehensive plan suited to the given requirement and not limited in aesthetics, sustainability and functionality.

### WISANI PRECIOUS NEMO

Wisani is a South African citizen and holds a Dip. Arch. She has a varied and extensive work experience in the technical documentation and site management and supervision of projects. She has a tremendous insight in the planning and site management of projects from the simple to the complex. She has a good understanding of the problems and difficulties experienced by contractors especially emerging contractors.

### **TINYIKO ALSON MKHACHANE**

Tinyiko is a South African citizen and holds a Dip. Arch. He has a varied and extensive work experience in the technical documentation and site management and supervision of projects.

He has a tremendous insight in the planning and site management of projects from the simple to the complex. He has a good understanding of the problems and difficulties experienced by contractors especially emerging contractors.

### **KGOPOTSO NGOATO**

Kgopotso is a South African citizen and holds a Diploma in Architecture. He has a varied and extensive work experience in the technical documentation and site management of projects from simple to complex. He has a good understanding of the problems and difficulties experienced by contractors especially emerging contractors.

### **CANDACE CHARLOTTE PILLAY**

Candace is the administrative officer & secretary of TARCH Architects. She is a well experienced office manager who has worked in various organisations. Her experience is imparted on TARCH Architects in a particular area of office management.

## PROJECTS RECENTLY INVOLVED IN

PROJECT DESCRIPTION	CLIENT	VALUE	CONTACT PERSON
Bray Combined Secondary School North West Province	NW DPW	R 21 MILLION	
Tlhabane Library, Rustenburg North West	Rustenburg Municipality	R 4.7 MILLION	
Landscape of North West Legislature	NW DPW	R 9.0 MILLION	Mr P Mogorosi - 018 387 2027/083 744 2085
Landscape of Embassy complex North West	NW DPW	R 5 MILLION	Mr P Mogorosi - 018 387 2027/083 744 2085
Goederede Traffic College MPG	MP DPW	R 70 MILLION	Bongiwe - 083 437 4996/013 766 6903
Graskop Socila Services offices MPG	MP DPW	R 4.0 MILLION	Bongiwe - 083 437 4996/013 766 6903
Mankuroane Secondary school North West	Rendeals 4 consulting	R 6.0 MILLION	Godard - 082 940 6558
Kokomeng Secondary school North West	Rendeals 4 consulting	R 4.2 MILLION	Godard - 082 940 6558
Vhembe District Municipality Offices	Vhembe District Municipality	R 200 MILLION	Marin Maghosi - 082 463 3581
Lowe club house Mafikeng	NW DPW	R 20 MILLION	Mr P Mogorosi - 018 387 2027/083 744 2085
Ganyesa Fire Services Accomodation	Bopirima District Municipality	R-	
Kleinvrystraat School	MP DPW	R 6.5 MILLION	Bongiwe - 083 437 4996/013 766 6903



Workshop at Shonwe Hospital	MP DPW	R 6 MILLION	Bongiwe - 083 437 4996/013 766 6903
Vanstanderdam	IDT MPG	R 1.6 MILLION	

PROJECT DESCRIPTION	CLIENT	VALUE	CONTACT PERSON
Bethal Hospital	DPWR&T	R 500 MILLION	Z.Pule - 072 364 7668
Matibidi Hospital	DPWR&T	R 100 MILLION	Z.Pule - 072 364 7668
Daggakraal Social Develpoment (10 offices)	DPWR&T	R 8 MILLION	L.BUASI - 079 264 9174
Moretele Office Park	NW DPWR&T	R 50 MILLION	
Mkhulu Traffic Academy College	MDPWR&T	R 200 MILLION	Z.Pule - 072 364 7668
Inqubeko School	MDPWR&T	R 43 MILLION	L.BUASI - 079 264 9174
Marite	MDPWR&T	R 9 MILLION	L.BUASI - 079 264 9174
Vaaltyn, Tsherane, Sekgodlwa schools	LDPW	R 6 MILLION	R. SHAIM - 082 089 6206
Mankweng Primary, Segopotjie Secondary, Selalelo Primary, Pax College	LUMAR CONSULTANTS	R 9 MILLION	M R LUKHULENI - 082 465 0816
Hoxani Traffic Academy	MDPWR&T	R 200 MILLION	Z.Pule - 072 364 7668
Giyani College, Selamole Secondary, Tiakeni Primary, Vuyani Primary	RENDEALS 4	R 10 MILLION	DRIKUS - 015 297 1335
Seshego Hawkers	POLOKWANE MUNICIPALITY	R 1 MILLION	J. MABOTA - 083 669 9898
Witbank Hospital	MDPWR&T		Z.Pule - 072 364 7668