



**higher education  
& training**

Department:  
Higher Education and Training  
**REPUBLIC OF SOUTH AFRICA**

# **MARKING GUIDELINE**

**NATIONAL CERTIFICATE**

**BUILDING ADMINISTRATION N6**

**19 April 2021**

**This marking guideline consists of 4 pages.**

**QUESTION 1**

1.1	1.1.1	Schedule of rates		
	1.1.2	Schedule of rates		
	1.1.3	Bill of quantities		
	1.1.4	Bill of quantities		
	1.1.5	Bill of quantities		
	1.1.6	Schedule of rates		
	1.1.7	Schedule of rates		
	1.1.8	Bill of quantities	(8 × 1)	(8)
1.2		<ul style="list-style-type: none"> <li>• Outlining programmes of construction timing</li> <li>• Method statement</li> <li>• Subcontractors' tender considerations</li> <li>• Financial analysis of provisional estimates</li> <li>• Tender summary of documents</li> <li>• Master file of correspondence</li> </ul>	(6 × 2)	(12)
				<b>[20]</b>

**QUESTION 2**

2.1	2.1.1	True		
	2.1.2	False		
	2.1.3	False		
	2.1.4	False		
	2.1.5	True		
	2.1.6	False		
	2.1.7	True		
	2.1.8	True		
	2.1.9	True		
	2.1.10	False	(10 × 1)	(10)
2.2		<ul style="list-style-type: none"> <li>• The inspector may require an explanation of books, records and any other relevant documents.</li> <li>• The inspector may perform any functions that may be prescribed.</li> <li>• The inspector may examine books, records or make copies thereof.</li> <li>• The inspector may enter the premises at all reasonable times without any notice.</li> <li>• The inspector may request explanations pertaining to duties.</li> </ul>	(5 × 2)	(10)
				<b>[20]</b>

**QUESTION 3**

3.1

DUTIES	TOTAL	QUANTITIES	RATING	TOTAL HOURS	COST
Excavate trenches	50	8 m <sup>3</sup>	R90,00	50/8 = 6,3✓	90/8 = R11,30✓
Concrete for trenches	50	20 m <sup>3</sup>	R60,00	50/20 = 2,5✓	60/20 = R3✓
One-brick wall	100	25 m	R1 300,00	100/25 = 4✓	1300/25 = R52✓
Concrete slab	6	10 m <sup>3</sup>	R500,00	6/10 = 0,6✓	500/10 = R50✓
<b>TOTAL COST</b>					<b>R116,30✓✓</b>

(10)

3.2

- Establish predetermined standards or target performance.
- Measure actual performance.
- Compare actual performance in detail – totals.
- Disclose variance between actual performances in detail – totals.
- Disclose corrective actions where examinations of variance indicate where necessary.

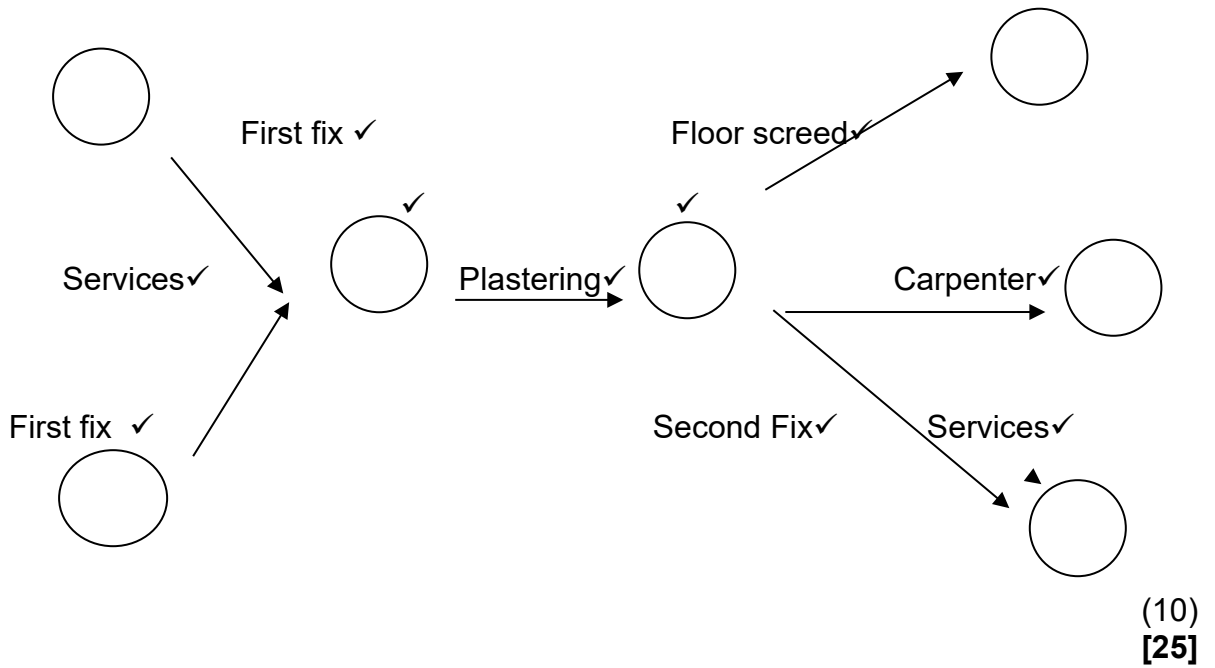
(5 × 2) (10)  
**[20]****QUESTION 4**

4.1

	PERSONNEL	RESPONSIBILITIES	APPOINTMENT	PAYMENTS
4.1.1	Structural engineer	Steel work	Architect	Architect
4.1.2	Quantity surveying	Bill of quantities	Architect/Owner	Architect/Owner
4.1.3	Subcontractor	Specialised jobs on behalf of the contractor	Main contractor	Main contractor
4.1.4	Nominated subcontractor	Specialised jobs on behalf of the architect	Architect	Architect
4.1.5	Architect	Project design	Owner/Client	Owner/Client

(5 × 3) (15)

4.2



**QUESTION 5**

- 5.1      5.1.1      Method of construction
  - 5.1.2      Application of techniques to establish the time that a qualified worker must carry out specified jobs at a defined level of performance
  - 5.1.3      Act approved by BIFSA or ASAQS
  - 5.1.4      Construction programme plotted in months
  - 5.1.5      Systematic recording and critical examination of existing and proposed ways of doing the work
- (5 × 2)      (10)

- 5.2      • Bricklaying
  - Carpentry
  - Plumbing
  - Electricity
  - Tiling
  - Plastering
  - Painting
- (Any 5 × 1)      (5)  
[15]

**TOTAL:      100**