

	<b>SOW</b>	<b>CAMDEN POWER STATION</b>
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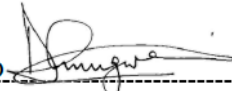

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## **1 Introduction**

The weighbridge at Camden Power Station is a critical infrastructure component for monitoring and managing the delivery of coal and fuel oil to the plant. It ensures accurate weight measurement of all trucks entering the facility, providing essential data for operational efficiency, inventory management, and financial reconciliation. Historically, the weighbridge has played a vital role in maintaining the integrity of fuel supply processes. Its consistent and precise operation is essential for verifying the weight of incoming trucks against Contractor documentation, ensuring fair and transparent transactions. Over the years, the weighbridge system has been enhanced to comply with evolving industry standards and legal requirements, such as the South African Legal Metrology Act.

This SOW is to establish a contract required to render service at Camden Power Station such as a provision of hardware spares, preventative maintenance, and corrective maintenance on all four weighbridges (two in operation and two currently under refurbishment) for a period of five (5) years on a quarterly basis and as in when required. The Contractor must provide service and breakdown reports on completion of the service and later send the formal report within 7 days.

## **2 Supporting Clause**

### **2.1 Scope**

This scope of work covers the maintenance, repair, and calibration of the weighbridge system at Camden Power Station. The appointed service provider will be responsible for ensuring the weighbridge operates within specified tolerances and meets all relevant standards.

#### **2.1.1 Objectives And Purpose**

The objective and purpose of this scope of work is to:

- Ensure the weighbridge always operates accurately and reliably.
- Establish a maintenance and calibration schedule to minimize downtime.
- Comply with regulatory requirements and industry standards.
- Support operational requirements by ensuring precise measurement of truckloads.

#### **2.1.2 Applicability**

This document shall apply at Camden Power Station.

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### 2.1.3 Effective date

Date of Authorisation

## 2.2 Normative/Informative References

Parties using this document shall apply the most recent edition of the documents listed in the following paragraphs.

### 2.2.1 Normative

- [1] 32-1034: Eskom Procurement Policy
- [2] Camden Power Station Safety, Health, and Environment Specification – Doc No 004/4830
- [3] 32-1034: Eskom Procurement and Supply Chain Management Procedure
- [4] Eskom 240-56176852: Essential Power Supplies for Power Stations Standard.
- [5] Eskom 240-109607332: Plant Labelling Standard.
- [6] Eskom 240-56355815: Control & Instrumentation Field Enclosures and Cable Termination Standard.
- [7] SANS 10142-1: The wiring of premises.
- [8] 32-373 IT and OT Third Party and Remote Access Standard Rev 5.
- [9] Eskom 240-56355910 Management of Plant Software Standard.
- [10] Eskom 240-55410927 Cyber Security Standard for Operation Technology.

### 2.2.2 Informative

- [1] 240-82332399 – Maintaining Weigh Bridge Systems Standard

## 2.3 Definitions

Definition	Description
Calibration	The process of verifying and adjusting the accuracy of the weighbridge
Consumable	consumables are materials and supplies used during maintenance activities that are used up in the process and not reused. They are essential for performing routine, preventative, or corrective maintenance but are not part of the actual equipment or system being maintained (e.g. Lugs, insulation tapes, electrical and lubrication sprays, Sealants, Cable ties, etc.)
Maintenance	Regular servicing and repair activities to ensure optimal performance.
Weighbridge	A device for weighing entire vehicles and their contents

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## 2.4 Abbreviations

Abbreviation	Explanation
AC	Alternating current
C&I	Control and Instrumentation
DC	Direct current
EOD	Electrical Operating Desk
EP	Emergency Preparedness
ISO	International Organization for Standardization.
ITP QCP	Inspection and Test Plan/Quality Control Plan
OEM	Original Equipment Manufacturer.
QIML	International Organization of Legal Metrology
QMS	Quality Management System
SABS	South African Bureau of Standards
SANS	South African National Standards
SOW	Scope of Work
UPS	Uninterruptible Power Supply
V.O Certificate	Verification Officer Certificate

## 2.5 Roles and Responsibilities

### 2.5.1 Contract Manager

- Oversee the execution of the maintenance and calibration plan.
- Approve schedules and ensure compliance with contract term.

### 2.5.2 Service Provider

- Conduct all maintenance and calibration activities as per the agreed schedule and as required.
- Provide documentation and reports after every intervention.

### 2.5.3 Power Station Energy Department

- Ensure the availability of the weighbridge during scheduled maintenance.
- Monitor the performance of the weighbridge and report any issues.

### 2.5.4 Regulatory Authority

- a) Inspect and certify the weighbridge in line with legal metrology standards.

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## 2.6 Related/Supporting Documents

Not applicable.

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### 3 Camden Weighbridge Maintenance Contract Scope of Work

- a) The Contractor shall be fully responsible for the overall functionality of all Camden power station weighbridges. The contractor is expected to have full knowledge on the weighbridges and proof of such knowledge shall be submitted as returnable and evaluated on the technical evaluations.
- b) Maintenance to be performed will be inspection, verification and calibration, loop checking, function checking, repairing, cleaning, replacing and testing of Camden power station weighbridge load cells, cabling and software.
- c) The contractor shall render service with no additional cost, for any test required by the authorities, other contractors representing Camden maintenance and Eskom staff.
- d) The site supervisor shall keep a constant communication with contract manager, for every work done, work planned, any challenging faced or foreseen.
- e) The contractor shall provide ITP/QCP for the calibration, which will be approved by the employer's engineer and QC.
- f) The Employer will supply all the spares needed for the weighbridge maintenance. However, proper fault finding should be performed and be demonstrated replacement of the instrument is the last resort.
- g) All documents generated while executing work on behalf of the Employer in accordance with this contract to be filled and stored appropriately and be made available for audit and when required.
- h) Any tool required for maintenance work needs to be supplied by the contractor and the contractor is expected to know all the tools required and he shall provide all the tools list as a returnable.
- i) All transportation required by the contractor for their employees will be provided for by the contractor.
- j) In case of the breakdown the contractor will be notified telephonically or via email or both and the contractor is required to respond within 3 hours upon receipt of the notification and attend to defect within 9 hours. Contractor will provide tools and spares required to fix the defect or breakdown.
- k) The *Contractor* shall meet monthly with the *Employer* on the date that will be agreed upon contract kick-off meeting.
- l) Meetings of a specialist nature may be convened as specified elsewhere in this *Service Information* or if not so specified by persons and at times and locations to suit the Parties, the nature and the progress of the *service*. Records of these meetings shall be submitted to the *Contract Manager* by the person convening the meeting within five days of the meeting.
- m) All meetings shall be recorded using minutes or a register prepared and circulated by the person who convened the meeting. Such minutes or register shall not be used for the purpose of confirming actions or instructions under the contract as these shall be done separately by the person identified in the *conditions of contract* to carry out such actions or instructions.
- n) The *Contractor* complies with all site regulations issued by the *Employer*.

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- o) The *Contractor* is required to clean and remove any debris and rubble arising from any work done under any agreement originating from this Contract to ensure that the *Employer's* premises are left in a clean condition after doing any work. All building debris will be dumped at a dedicated site identified by the *Employer*.
- p) The *Contractor* and its employees required to work onsite must first obtain the required access permit for site before commencing any work. This is obtained by completing a site-specific induction, medical and associated paperwork. No vehicles will be allowed access to site unless this has been pre-approved by the *Contract Manager* / security and a valid permit for vehicle access has been issued.
- q) Only parts that meet the original manufacturer's requirements shall be used.
- r) The *Contractor* will be required to be accredited in accordance with the South African National Accreditation System to be able to issue the valid calibration certificates.
- s) The *Contractor* shall provide all documents as requested by Employer e.g., completed Task Orders, assessments reports, calibration certificates, verification certificates, work orders, incident reports, quality control plans, risk assessment, medical certificates, etc.
- t) The *Contractor* does not cede, delegate, or assign any of its rights or obligations to any person without the written consent of the *Employer*.
- u) The *Contractor* must familiarise themselves with the waste management policies and procedures (240-28981069 and 240-29828394 respectively) within 14 days from date of contract awards and must comply with the environmental criteria and constraints stated in the policy document.
- v) The *Contractor* implements a quality system and maintains the quality system until the completion of the whole of the Works. The system, will as a minimum, comply with the provisions of the ISO9001:2008 international standard and the Eskom Contractor Contract Quality Requirements Specification (240-105658000 also referred to as QM-58). The system will be to the *Employer's* satisfaction and will be accepted prior to the commencement of any work on site.
- w) The *Contractor* compiles a data package of relevant drawings, test certificates, design checks and other technical information for each section of work or Task Order which is to be reviewed and signed off by the *Supervisor or Employer Representative*.
- x) The *Contract Manager* has the right to stop the *Contractor's* work activities which, in the opinion of *Contract Manager*, does not meet the requirements of the system and will have a detrimental effect on plant performance.
- y) The *Contractor* may only continue with work activities when all deficiencies have been corrected to the *Employer's* satisfaction. The *Contractor* shall have no claim against the *Employer* in respect of delay due to the above.
- z) Hours of work will be determined by the *Contractor* but must be in accordance with Basic Conditions of Employment Act.
- aa) The *Contractor* shall keep records of his employees working at Camden Power Station, including those of his Sub-Contractors. The *Contract's Manager* shall have access to them at any time. These records may be needed when assessing compensation events.

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- bb) All *Sub-contractors* are to be *Employer* approved *Contractors* / vendors / *Contractors*. If the *Contractor* is uncertain of the approval status of the *Contractors* / vendors / *Contractors*, the *Contractor* formally requests from the *Contract Manager* confirmation of the status.
- cc) The *Contractor* does not procure the services of *Contractors* / vendors / *Contractors* without the prior approval of the *Service Manager*. Furthermore, the contract between the *Contractor* and the *subcontractor* must be aligned with this contract.
- dd) The contractor shall not subcontract more than 30% of the scope of work.
- ee) The subcontractor should have the same documents as if he is the main contractor, to ensure during audits or review they are both in line.
- ff) The *Contractor* will be subject to periodic audits by the *Employer* to ensure compliance with the system and standards as required by this contract. Any deviations will be corrected to the *Employer's* satisfaction.
- gg) All defected spares to be replaced with the permission of the *Contract Manager* / supervisor and shall be in accordance with works management procedure.
- hh) Recurring defects shall be escalated to *Contractor's Contract Manager* as soon as possible, and thoroughly investigated to provide an amicable solution.
- ii) Contractor to keep stock of critical spares as per Employers recommendation, and the *Contractor* will supply his own consumables (i.e., cleaning rags, etc.).
- jj) All plant spares and materials to be inspected (Quality checked) before installing at plant. Hold points must be attended and witness all intervention points as per approved ITP/QCP as per activity.
- kk) All tools and equipment including truck and weighbridge test unit required to provide the services as per the *Employer's* requirements for the services will be at the *Contractor's* cost.

### 3.1 Maintenance Activities

#### 3.1.1 The following are activities to be conducted when doing services quarterly

- a) Ensure that all cables secured in the correct socket
- b) Ensure that all earth is intact
- c) Inspect Metrological seals
- d) Ensure printing / Ink ribbon quality
- e) Check current V.O certificate
- f) Check the swing of the load receptor
- g) Adjust the weighbridge stops were necessary
- h) Check bolts and mountings
- i) Check sealing and cleanliness of junction boxes
- j) Ensure good housekeeping within the weighbridge structure, and check that clearance is intact
- k) Check load-cells condition and ensure that they are free of debris
- l) Conduct repeatability or variation test
- m) Ensure all working parts are oiled or greased

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- n) Check and ensure that all robots are working
- o) Ensure that all computers including master computer are in good working condition
- p) Repair all defects identified from the above checks and submit detailed service report
- q) Ensure all robots are working

**3.1.2 In six monthly intervals starting from the beginning of the contract, the contractor shall perform the following:**

- a) All activities in 3.1.1
- b) Calibration of scales (Load cells) & adjustments when necessary
- c) The maintenance and calibration of the weighbridge shall be followed, although not limited to the following:
  - i. Legal Metrology Act, 2014 (Act No. 9 of 2014)
  - ii. b. SANAS 17025 (calibration laboratory status)
  - iii. c. SANAS 10378 (legal metrology)

**3.1.3 In yearly intervals starting from the beginning of the contract, the contractor shall perform the following**

- d) All activities in 3.1.1
- e) Conduct verification test/Calibration, issue calibration/verification certificates valid for 1 year, which are reference to a valid verification certificate after re-checking the accuracy of the scales.
- f) The maintenance and calibration of the weighbridge shall be followed, although not limited to the following:
  - i. Legal Metrology Act, 2014 (Act No. 9 of 2014)
  - ii. b. SANAS 17025 (calibration laboratory status)
  - iii. c. SANAS 10378 (legal metrology)

**3.1.4 In two yearly intervals starting from the expiry date of the existing verification certificate, the contractor shall perform the following:**

- g) All activities in 3.1.1
- h) Conduct verification test, calibrate or adjust to required tolerance when necessary and issue verification certificates valid for two years.
- i) The maintenance and calibration of the weighbridge shall be followed, although not limited to the following:
  - i. Legal Metrology Act, 2014 (Act No. 9 of 2014)
  - ii. b. SANAS 17025 (calibration laboratory status)
  - iii. c. SANAS 10378 (legal metrology)

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### 3.2 Minimum requirement of staff

1. 1 X site supervisor/manager should have a B-tech in Electrical or Electronic engineering with a minimum of 5 years in weighbridge maintenance and calibration.
2. 2 X Service technicians that hold technical diploma / technical9 (N6 certificates with a trade test) or N6 diploma in Electrical engineering, have a minimum of 3 years of experience in weighbridge maintenance
3. 2 X Semiskilled workers with matric as a minimum qualification and at least 2 years experience in a power plant or similar industries.

### 3.3 The scope for the equipment and spares supply

- a) The contractor to supply hardware spares (Mettler Toledo products) such as Mettler Toledo PDX 30 Ton Hermetically sealed digital powercells, all size and type load cell cables for PDX load cell, Integrator, Digital Indicator, and PDX digital cables; with an IP rating of at least 66.
- b) The *Contractor* will ensure that the correct spare is supplied and will replace or be liable for damage at his/her cost if the incorrect or defective spare/s is supplied.
- c) The spare must be of exact same specification as installed in the plant and specified on this works information. *Notwithstanding the stipulated condition that the Contractor is responsible for verifying the correctness of the spare's information provided by the Employer in relation to the existing installed spare. This may include the Contractor consulting the original Contractor of the spare to ensure correctness of information provided by the Employer.*
- d) The Spares Procurement Limit over the agreed contract period, indicated by the *Employer* in the table below, is the estimated number the *Employer* may require the *Contractor* to supply over the contract period. However, the *Contractor* may only supply the quantity as specified by the *Employer* in the individual order instruction and does not imply that the *Contractor* is entitled to supply the total number indicated in the Spares Procurement Limit over the agreed contract period.
- e) Where the spare requires testing, the *Contractor* will inform the *Employer* to invite or make available the *Employer's* System Engineer to witness the tests.
- f) Should the *Employer* be dissatisfied with all or certain aspects relating to specific spare tests (including but not limited to suspected inferior quality or non-compliance) the *Contractor* will make good, rectify the faults, or supply a new spare at his/her cost.
- g) The contractor shall keep certain minim and maximum of number of each spare, and this numbers will be agreed upon between the contractor and the employer.
- h) The table below show but limited to the types and estimated quantity of spare that will be utilised of the period of this contract.

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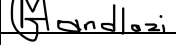
**Table 1: Spares list and estimated quantities.**

Type of spare	Estimated quantity
Integrator	28
PDX 30 ton Digital loadcellss	120
Mettler Toledo ind 560 indicator	28
PDX digital cables	120

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#### 4 Acceptance

This document has been seen and accepted by:

Name	Designation	Signature
Ntokozo Sibiyi	C&I Snr Engineer	
Andrew Botshe	C&I Maintenance Manager	
Grace Mandlazi	C&I Technical Support	

#### 5 Revisions

Date	Rev.	Compiler	Remarks
December 2024	1	Muzi Nkosi	First compilation of the document.
August	2	Mlu Nkosi	For placement of long term contract

#### 6 Development Team

N/A

#### 7 Acknowledgements

Contributions of all listed under sections 4 and 6 are much appreciated.

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