

**Transnet Freight Rail**  
an Operating Division **TRANSNET SOC LTD**  
[Registration Number 1990/000900/30]

**REQUEST FOR QUOTATION (RFQ)**

REF: TFR/2024/02/0024/56925/RFQ

**FOR THE: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser  
Replacement.**

<b>RFQ NUMBER</b>	<b>: CRAC DNR 44041</b>
<b>ISSUE DATE</b>	<b>: 15 February 2024</b>
<b>COMPULSORY BRIEFING</b>	<b>: 22 February 2024</b>
<b>CLOSING DATE</b>	<b>: 06 March 2024</b>
<b>CLOSING TIME</b>	<b>: 10h00am</b>
<b>TENDER VALIDITY PERIOD</b>	<b>: 12 weeks from closing date (23 May 2024)</b>

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## T1.1 TENDER NOTICE AND INVITATION TO TENDER

### SECTION 1: NOTICE TO TENDERERS

#### 1. INVITATION TO TENDER

Responses to this Tender [hereinafter referred to as a **Tender**] are requested from persons, companies, close corporations, or enterprises [hereinafter referred to as a Tenderer].

<b>DESCRIPTION</b>	<b>Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.</b>
<b>TENDER DOWNLOADING</b>	<b>This Tender may be downloaded directly from the National Treasury eTender Publication Portal at <a href="http://www.etenders.gov.za">www.etenders.gov.za</a> and the Transnet website at <a href="https://transnetetenders.azurewebsites.net">https://transnetetenders.azurewebsites.net</a> (please use Google Chrome to access Transnet link) FREE OF CHARGE.</b>

<b>COMPULSORY TENDER CLARIFICATION MEETING</b>	<p>A Compulsory Tender Clarification Meeting will be conducted at <b>151 South Coast Road, Loliwe House, Bayhead Durban 4001</b> on <b>22 February 2024, at 10:00am [10 O'clock]</b> for a period of ±3 (three) hours. [Tenderers to provide own transportation and accommodation].</p> <p>The Compulsory Tender Clarification Meeting will start punctually and information will not be repeated for the benefit of Tenderers arriving late.</p> <p><b>A Site visit/walk will take place, tenderers are to note:</b></p> <ul style="list-style-type: none"> <li>• Tenderers are required to wear safety shoes, goggles, long sleeve shirts, high visibility vests and hard hats.</li> <li>• Tenderers without the recommended PPE will not be allowed on the site walk.</li> <li>• Tenderers and their employees, visitors, clients and customers entering Transnet Offices, Depots, Workshops and Stores will have to undergo breathalyser testing.</li> <li>• All forms of firearms are prohibited on Transnet properties and premises.</li> <li>• The relevant persons attending the meeting must ensure that their identity documents, passports or drivers licences are on them for inspection at the access control gates.</li> </ul> <p>Certificate of Attendance in the form set out in the <b>Returnable Schedule T2.2-01</b> hereto must be completed and submitted with your</p>
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	<p>Tender as proof of attendance is required for a <b>compulsory</b> site meeting and/or tender briefing.</p> <p><b>Tenderers are required to bring this Returnable Schedule T2.2-01 to the Compulsory Tender Clarification Meeting to be signed by the Employer's Representative.</b></p> <p><b>Tenderers failing to attend the compulsory tender briefing will be disqualified.</b></p>
<b>CLOSING DATE</b>	<p><b>10:00am on (06/03/2024)</b></p> <p>Tenderers must ensure that tenders are uploaded timeously onto the system. <b>If a tender is late, it will not be accepted for consideration.</b></p>

## 2. TENDER SUBMISSION

Transnet has implemented a new electronic tender submission system, the e-Tender Submission Portal, in line with the overall Transnet digitalization strategy where suppliers can view advertised tenders, register their information, log their intent to respond to bids and upload their bid proposals/responses on to the system.

a) The Transnet e-Tender Submission Portal can be accessed as follows:

Log on to the Transnet eTenders management platform website (<https://transnetetenders.azurewebsites.net>);

- Click on "ADVERTISED TENDERS" to view advertised tenders;
- Click on "SIGN IN/REGISTER – for bidder to register their information (must fill in all mandatory information);
- Click on "SIGN IN/REGISTER" - to sign in if already registered;
- Toggle (click to switch) the "Log an Intent" button to submit a bid;
- Submit bid documents by uploading them into the system against each tender selected.
- **Tenderers are required to ensure that electronic bid submissions are done at least a day before the closing date to prevent issues which they may encounter due to their internet speed, bandwidth or the size of the number of uploads they are submitting. Transnet will not be held liable for any challenges experienced by bidders as a result of the technical challenges. Please do not wait for the last hour to submit. A Tenderer can upload 30mb per upload and multiple uploads are permitted.**

b) The tender offers to this tender will be opened as soon as possible after the closing date and time. Transnet shall not, at the opening of tenders, disclose to any other company any confidential details pertaining to the Tender Offers / information received, i.e. pricing,

delivery, etc. The names and locations of the Tenderers will be divulged to other Tenderers upon request.

- c) Submissions must not contain documents relating to any Tender other than that shown on the submission.

### **3. CONFIDENTIALITY**

All information related to this RFQ is to be treated with strict confidentiality. In this regard Tenderers are required to certify that they have acquainted themselves with the Non-Disclosure Agreement. All information related to a subsequent contract, both during and after completion thereof, will be treated with strict confidence. Should the need however arise to divulge any information gleaned from provision of the Works, which is either directly or indirectly related to Transnet's business, written approval to divulge such information must be obtained from Transnet.

### **4. DISCLAIMERS**

Tenderers are hereby advised that Transnet is not committed to any course of action as a result of its issuance of this Tender and/or its receipt of a tender offer. In particular, please note that Transnet reserves the right to:

- 4.1. Award the business to the highest scoring Tenderer/s unless objective criteria justify the award to another tenderer;
- 4.2. Not necessarily accept the lowest priced tender or an alternative Tender;
- 4.3. Go to the open market if the quoted rates (for award of work) are deemed unreasonable;
- 4.4. Should the Tenderers be awarded business on strength of information furnished by the Tenderer, which after conclusion of the contract is proved to have been incorrect, Transnet reserves the right to terminate the contract;
- 4.5. Request audited financial statements or other documentation for the purposes of a due diligence exercise;
- 4.6. Not accept any changes or purported changes by the Tenderer to the tender rates after the closing date;
- 4.7. Verify any information supplied by a Tenderer by submitting a tender, the Tenderer/s hereby irrevocably grant the necessary consent to the Transnet to do so;

- 4.8. Conduct the evaluation process in parallel. The evaluation of Tenderers at any given stage must therefore not be interpreted to mean that Tenderers have necessarily passed any previous stage(s);
- 4.9. Unless otherwise expressly stated, each tender lodged in response to the invitation to tender shall be deemed to be an offer by the Tenderer. The Employer has the right in its sole and unfettered discretion not to accept any offer.
- 4.10. Not be held liable if tenderers do not provide the correct contact details during the clarification session and do not receive the latest information regarding this RFP with the possible consequence of being disadvantaged or disqualified as a result thereof.
- 4.11. Transnet reserves the right to exclude any Tenderers from the tender process who has been convicted of a serious breach of law during the preceding 5 [five] years including but not limited to breaches of the Competition Act 89 of 1998, as amended. Tenderers are required to indicate in tender returnable [on T2.2-17], [**Breach of Law**] whether or not they have been found guilty of a serious breach of law during the past 5 [five] years.
- 4.12. Transnet reserves the right to perform a risk analysis on the preferred tenderer to ascertain if any of the following might present an unacceptable commercial risk to the employer:
  - *unduly high or unduly low tendered rates or amounts in the tender offer;*
  - *contract data of contract provided by the tenderer; or*
  - *the contents of the tender returnables which are to be included in the contract.*

5. Transnet will not reimburse any Tenderer for any preparatory costs or other work performed in connection with this Tender, whether or not the Tenderer is awarded a contract.

## 6. NATIONAL TREASURY'S CENTRAL SUPPLIER DATABASE

Tenderer are required to self-register on National Treasury's Central Supplier Database (CSD) which has been established to centrally administer supplier information for all organs of state and facilitate the verification of certain key supplier information. The CSD can be accessed at <https://secure.csd.gov.za/>. Tenderer are required to provide the following to Transnet in order to enable it to verify information on the CSD:

Supplier Number.....and Unique registration reference number..... (**Tender Data**)



TRANSNET FREIGHT RAIL

TENDER NUMBER: CRAC DNR 44041

DESCRIPTION OF THE SERVICE: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

TFR/2024/02/0024/56925/RFQ

**Transnet urges its clients, suppliers and the general public**

**to report any fraud or corruption to**

**TIP-OFFS ANONYMOUS: 0800 003 056 OR [Transnet@tip-offs.com](mailto:Transnet@tip-offs.com)**

## T1.2 TENDER DATA

The conditions of tender are the Standard Conditions of Tender as contained in Annex C of the CIDB Standard for Uniformity in Engineering and Construction Works Contracts. The Standard for Uniformity in Construction Procurement was first published in Board Notice 62 of 2004 in Government Gazette No 26427 of 9 June 2004. It was subsequently amended in Board Notice 67 of 2005 in Government Gazette No 28127 of 14 October 2005, Board Notice 93 of 2006 in Government Gazette No 29138 of 18 August 2006, Board Notice No 9 of 2008 in Government Gazette No 31823 of 30 January 2009, Board Notice 86 of 2010 in Government Gazette No 33239 of 28 May 2010, Board Notice 136 of 2015 in Government Gazette 38960 of 10 July 2015 and Board Notice 423 of 2019 in Government Gazette No 42622 of 8 August 2019.

This edition incorporates the amendments made in Board Notice 423 of 2019 in Government Gazette 42622 of 8 August 2019. (see [www.cidb.org.za](http://www.cidb.org.za)).

The Standard Conditions of Tender make several references to Tender data for detail that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of Tender.

Each item of data given below is cross-referenced in the left-hand column to the clause in the Standard Conditions of Tender to which it mainly applies.

Clause	Data
C.1.1 The <i>Employer</i> is	<b>Transnet SOC Ltd (Reg No. 1990/000900/30)</b>
C.1.2 The tender documents issued by the <i>Employer</i> comprise:	
<b>Part T: The Tender</b>	
Part T1: Tendering procedures	T1.1 Tender notice and invitation to tender T1.2 Tender data
Part T2 : Returnable documents	T2.1 List of returnable documents T2.2 Returnable schedules
<b>Part C: The contract</b>	
Part C1: Agreements and contract data	C1.1 Form of offer and acceptance C1.2 Contract data (Part 1 & 2)
Part C2: Pricing data	C2.2 Price List
Part C3: Scope of work	C3.1 Service Information

Part C4: Affected Property		C4.1 Affected Property
C.1.4	The Employer's agent is:	Procurement Officer
	Name:	Thembinkosi Ngcobo
	Address:	151 South Coast Road Loliwe House Bayhead 4001
	Tel No.	031 361 4023
	E – mail	<a href="mailto:Thembinkosi.Ngcobo@transnet.net">Thembinkosi.Ngcobo@transnet.net</a>
C.2.1	Only those tenderers who satisfy the following eligibility criteria are eligible to submit tenders:	<p><b>1. Stage One - Eligibility with regards to attendance at the compulsory clarification meeting:</b></p> <p>An authorised representative of the tendering entity or a representative of a tendering entity that intends to form a Joint Venture (JV) must attend the compulsory clarification meeting in terms C2.7</p> <p><b><i>Any tenderer that fails to meet the stipulated eligibility criteria will be regarded as an unacceptable tender.</i></b></p> <p><b>2. Stage Two - Eligibility in terms of the Construction Industry Development Board:</b></p> <p>a) Only those tenderers who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations, designation of <b>3ME or higher</b> class of construction work, are eligible to have their tenders evaluated.</p> <p>b) Joint Venture (JV)</p> <p>Joint ventures are eligible to submit tenders subject to the following:</p> <ol style="list-style-type: none"><li>1. every member of the joint venture is registered with the CIDB;</li><li>2. the lead partner has a contractor grading designation of not lower than one level below the required class of construction works under consideration and possesses the required recognition status; and</li><li>3. the combined Contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a Contractor grading designation determined in accordance with the sum tendered for a 3ME or higher class of construction work or a value determined</li></ol>

in accordance with Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations

4. The tenderer shall provide a certified copy of its signed joint venture agreement.

### **3. Stage Three - Functionality:**

Only those tenderers who obtain the minimum qualifying score for functionality will be evaluated further in terms of price and the applicable preference point system. The minimum qualifying for score for functionality is **70** points.

The evaluation criteria for measuring functionality and the points for each criteria and, if any, each sub-criterion are as stated in C.3.11.3 below.

***Any tenderer that fails to meet the stipulated eligibility criteria will be regarded as an unacceptable tender.***

C.2.7 The arrangements for a compulsory clarification meeting are as stated in the Tender Notice and Invitation to Tender. **Tenderers must complete and sign the attendance register.** Addenda will be issued to and tenders will only be received from those tendering entities including those entities that intends forming a joint venture appearing on the attendance register.

Tenderers are also **required to bring their RFP document to the briefing session and have their returnable document T2.2-01 certificate of attendance** signed off by the Employer's authorised representative.

C.2.12 No alternative tender offers will be considered.

C.2.13.3 Each tender offer shall be in the **English Language.**

C.2.13.5 The *Employer's* details and identification details that are to be shown on each tender offer package are as follows:

Identification details:

The tender documents must be uploaded with:

- Name of Tenderer: **(insert company name)**
- Contact person and details: **(insert details)**
- The Tender Number:
- The Tender Description

Documents must be marked for the attention of:  
**Employer's Agent:**

C.2.13.9 Telephonic, telegraphic, facsimile or e-mailed tender offers will not be accepted.

C.2.15 The closing time for submission of tender offers is:

Time: **10:00am on the 06 March 2024**

Location: The Transnet e-Tender Submission Portal:  
(<https://transnetetenders.azurewebsites.net>);

**NO LATE TENDERS WILL BE ACCEPTED**

C.2.16 The tender offer validity period is **12 weeks** after the closing date. Tenderers are to note that they may be requested to extend the validity period of their tender, on the same terms and conditions, if Transnet's internal evaluation and governance approval processes has not been finalised within the validity period.

C.2.23 The tenderer is required to submit with his tender:

1. A valid Tax Clearance Certificate issued by the South African Revenue Services.
- Tenderers also to provide Transnet with a TCS PIN to verify Tenderers compliance status.**
2. A **valid B-BBEE Certificate** from a Verification Agency accredited by the South African Accreditation System [**SANAS**], or a **sworn affidavit** confirming annual turnover and level of black ownership, in line with the code of good practice, together with the tender;
3. A valid CIDB certificate in the correct designated grading;
4. Proof of registration on the Central Supplier Database;
5. Letter of Good Standing with the Workmen's compensation fund by the tendering entity or separate Letters of Good Standing from all members of a newly constituted JV.

**Note:** Refer to Section T2.1 for List of Returnable Documents

C3.11 The minimum number of evaluation points for functionality is: **70**

The procedure for the evaluation of responsive tenders is Functionality, Price and Preference:

**Only those tenderers who attain the minimum number of evaluation points for Functionality will be eligible for further evaluation, failure to meet the minimum threshold will result in the tender being disqualified and removed from any further consideration.**

**Functionality Criteria**

The functionality criteria and maximum score in respect of each of the criteria are as follows:

Functionality criteria	Sub-criteria	Sub-criteria points	Maximum number of points
<b>T2.2-03</b>  <b>Previous Experience</b>  Work Experience with respect to specific aspects of the projects. Greater weight should be given to the bidder who completed the work of a similar project, and the proof is of completion certificates is attached. The tenderer to list previous experience with contactable references or completion certificates/Purchase Orders to support the list. Experience must be specific to the type of the project the company is intending to tender for. The tenderer must show detailed involvement and value of their work done.	Tenderer has submitted no information  1 contactable reference relevant to this RFQ with completion certificates/ written references/POs  2 contactable references relevant to this RFQ with completion certificates/ written references/POs  3 Contactable references relevant to this RFQ with completion certificates/ written references/POs  4 or more Contactable references relevant to this RFQ with completion certificates/ written references/POs	0  40  70  90  100	<b>30</b>
<b>T2.2-04 Delivery Plan</b>  The contractor must state when he/she intends to start and complete the job, this must also be supported by providing a working programme which after awarding will then be used as a monitoring tool on work progress. Points given should be based on the duration sequential project activities as per specification. If the Tenderer is awarded the contract this document	No delivery Period submitted for the Project and (or) > 15 weeks delivery period.  Delivery Period > 13 ≤14 weeks.  Delivery Period > 12 ≤13 weeks.  Delivery Period > 8 ≤12 weeks  Delivery Period < 8 weeks.	0  40  70  90  100	<b>30</b>

<p>will become the Accepted Programme, subject to Clarifications issued by the Employer. The work program must be completed in the form of MS project or MS Excel, the following must be indicated in the work program:</p> <ol style="list-style-type: none"> <li>1. Detailed activities with number of days per region.</li> <li>2. Indicate project execution will be sequential or in parallel.</li> <li>3. Duration to complete project.</li> </ol> <p>NB: Lead time must also be taken into account</p>			
Functionality criteria	Sub-criteria	Sub-criteria points	Maximum number of points
<p><b>T2.2-05 Health, Safety, Plan</b>                  SHE management plan with respect to specific aspects of the projects. Greater weight should be given to the bidder with a detailed SHE management plan and Risk Assessment covering all areas. The</p>	Did not Submit a HSP Questionnaire	0	10
	Submitted an incomplete HSP and scored 1-20 on the attached questionnaire	40	
	Submitted a satisfactory HSP and scored 21-39 on the attached questionnaire	70	
	Submitted a good HSP and scored 40-45 on the attached questionnaire	90	

<p>Safety Plan should be a written document that describes the process for identifying the physical and health hazards that could harm workers, procedures to prevent accidents, and steps to take when accidents occur. Safety plan with job safety analysis that communicated with the project scope is required. The job safety analysis (JSA) should be based on the work programme activities and method statement. The safety plan should also identify safety key project personnel and their qualifications</p>	<p>Submitted a very good HSP and scored 46-50 on the attached questionnaire.</p>	<p><b>100</b></p>	
Functionality criteria	Sub-criteria	Sub-criteria points	Maximum number of points
<p><b>T2.2-06</b>  <b>Method Statement</b>  <b>(Technical approach and methodology)</b> The document should detail the way each activity or process is to be completed. The method statement should also outline the hazards involved and include a step by step guide on how to do the job safely. The method statement should also outline and indicate the equipment to be used for this project. It</p>	<p>No method statement/work plan provided. The tenderer has submitted no information or inadequate information to determine a score.</p>	<p>0</p>	<p><b>30</b></p>
	<p>The technical approach and/ or methodology are poor and are unlikely to satisfy project objectives and requirements. The bidder has misunderstood aspects of the scope of work and does not deal with the critical aspects of the projects. The contractor did not understand or include</p>	<p>40</p>	



<p>should again detail control measures to be introduced to ensure the safety of anyone who will be affected by the projects activities. The method statement cannot be used as safety plan but a technical approach and methodology on the actual work execution. The company special and practical knowledge in petrochemical industry services is required. The contractor must supply/provide and identify his/her proposed technical team. And state their job description, experience and qualifications. The Method statement should meet the following criteria:</p> <ol style="list-style-type: none"> <li>1. Method that will be used to meet the technical quality on the project.</li> <li>2. Approach that will minimize time during the work</li> <li>3. Method and ways to protect the other facilities at the pump house and tank farm</li> <li>4. How will the contractor meet or exceed overall project objectives and requirements</li> <li>5. Approach that minimise impact on the environment during the repair process</li> </ol>	<p>certain aspects of the scope and submitted <b>(1-2)</b> criteria's as per the project requirements.</p>		
	<p>The approach is generic and not tailored to address the project objectives and requirements. The approach does not adequately deal with the critical characteristics of the project. The approach only covered <b>(3-4)</b> criteria's and approach is generic and not tailored to cover all project objectives.</p>	<b>70</b>	
	<p>The approach is specifically tailed to address the project objectives and requirements. The method statement addresses all key activities, but not in detail. The approach is sufficient and flexible to accommodate changes that may occur during execution and has covered at least <b>(5 -6)</b> of the above requirements.</p>	<b>90</b>	
	<p>Good method statement provided which shows innovation and efficiency. All the important activities are indicated in the activity schedule and their timing and sequencing is appropriate and consistent with project objectives and requirements. There is a fair degree of detail that facilitates understanding of the proposed work plan. All the specified items <b>(7)</b></p>	<b>100</b>	



6. How will Transnet's Infrastructure and Personnel be kept safe during contract activities 7. Provide a base SOP for the activities to be performed into consideration activities most likely to be performed	have been covered in detail on the methodology.		
<b>Maximum possible score for Functionality</b>			<b>100</b>

Functionality shall be scored independently by not less than 3 (three) evaluators and averaged in accordance with the following schedules:

- T2.2-02 Previous Experience
- T2.2-03 Delivery Plan
- T2.2-04 Health and Safety Plan
- T2.2-05 Method Statement

Each evaluation criteria will be assessed in terms of scores of 0, 40, 70, 90 or 100. The scores of each of the evaluators will be averaged, weighted and then totalled to obtain the final score for functionality, unless scored collectively. (See CIDB Inform Practice Note #9).

**Note: Any tender not complying with the above mentioned requirements, will be regarded as non-responsive and will therefore not be considered for further evaluation. This note must be read in conjunction with Clause C.2.1.**

C.3.11. Only tenders that achieve the minimum qualifying score for functionality will be evaluated further in accordance with the 80/20 preference points systems as described in Preferential Procurement Regulations.

80 where the financial value of one or more responsive tenders received have a value equal to or below R50 million, inclusive of all applicable taxes,

Thresholds	Minimum Threshold
Technical / functionality	70

Evaluation Criteria	Final Weighted Scores
Price	80
Specific goals - Scorecard	20
<b>TOTAL SCORE:</b>	<b>100</b>

Up to 100 minus  $W_1$  tender evaluation points will be awarded to tenderers who complete the preferencing schedule and who are found to be eligible for the preference claimed. **Should the evidence required for any of the Specific Goals applicable in this tender not be provided, a tenderer will score zero preference points for that particular "Specific Goal".**

In terms of Transnet Preferential Procurement Policy (TPPP) and Procurement Manuals, the following preference points must be awarded to a bidder who provides the relevant required evidence for claiming points

Selected Specific Goal	Number of points allocated (80/20)
B-BBEE Level of contributor (1 or 2)	10
+50% Black Youth Owned Entities	10
Non-Compliant and/or B-BBEE Level 3-8 contributors	0

**The following Table represents the evidence to be submitted for claiming preference points for applicable specific goals in a particular tender:**

Specific Goals	Acceptable Evidence
B-BBEE	B-BBEE Certificate / Sworn-Affidavit B-BBEE Certificate (in case of JV, a consolidate scorecard will be accept) as per DTIC guidelines
50% Black Youth Owned Entities	Certified copy of ID Documents of the Owners and B-BBEE Certificate / Affidavit (in case of JV, a consolidate scorecard will be accept)
Entities/Black People living in rural areas	Entity's Municipal/ESKOM bill or letter from Induna/chief confirming residential address not older than 3 months
South African Enterprises	CIPC Registration Documents
EME or QSE 51% Black Owned	B-BBEE Certificate / Affidavit (in case of JV, a consolidate scorecard will be accept) as per DTIC guidelines
Entities that are 51 % Black Owned	B-BBEE Certificate / Sworn-Affidavit B-BBEE Certificate (in case of JV, a consolidate scorecard will be accept) as per DTIC guidelines
Promoting exports orientated production for Job creation	Returnable section/annexure.....on job creation
Local Content and Local Production	Returnable Local Content and production Annexures
NIPP	NIPP Returnable documents
Creation of new jobs and labour intensification	Returnable section/annexure.....on job creation.
The promotion of supplier development through sub-contracting or JV for a minimum of 30% of the value of a contract to South African Companies which are: <ul style="list-style-type: none"> <li>I. 30% Black Women, 51% Black Youth and 51% Black People with disabilities</li> <li>II. Entities with a specified minimum B-BBEE level (1 and 2)</li> <li>III. EMEs and/or QSEs who are 51% Black-owned</li> </ul>	Sub-contracting agreements and Declaration / Joint Venture Agreement. Certified copy of ID Documents of the Owners and B-BBEE Certificate / Affidavit (in case of JV, a consolidate scorecard will be accept) of the sub-contracted entities.
The promotion of enterprises located in a specific province/region/municipal area for work to be done or services to be rendered in that province/region/municipal area	CIP - Registered address of entity

The maximum points for this bid are allocated as follows:

DESCRIPTION	POINTS
PRICE	80
B-BBEE Status Level 1 or 2	10
+50% Black Youth Owned Entities	10
Total points for Price and Specific Goals must not exceed	100

**Note:** Transnet reserves the right to carry out an independent audit of the tenderers scorecard components at any stage from the date of close of the tenders until completion of the contract.

C.3.13 Tender offers will only be accepted if:

1. The tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector;
2. the tenderer does not appear on Transnet's list for restricted tenderers and National Treasury's list of Tender Defaulters;
3. the tenderer has fully and properly completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the Employer or potentially compromise the tender process and persons in the employ of the state.
4. Transnet reserves the right to award the tender to the tenderer who scores the highest number of points overall, unless there are **objective criteria** which will justify the award of the tender to another tenderer. Objective criteria include but are not limited to the outcome of a due diligence exercise to be conducted. The due diligence exercise may take the following factors into account *inter alia*; the tenderer:
  - a) is not under restrictions, or has principals who are under restrictions, preventing participating in the employer's procurement,
  - b) is not undergoing a process of being restricted by Transnet or other state institution that Transnet may be aware of,
  - c) can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and

other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract,

- d) has the legal capacity to enter into the contract,
- e) is not insolvent, in receivership, under Business Rescue as provided for in chapter 6 of the Companies Act, 2008, bankrupt or being wound up, has his affairs administered by a court or a judicial officer, has suspended his business activities, or is subject to legal proceedings in respect of any of the foregoing,
- f) complies with the legal requirements, if any, stated in the tender data and
- g) is able, in the option of the employer to perform the contract free of conflicts of interest.

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C.3.17 The number of paper copies of the signed contract to be provided by the Employer is 1 (one).

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## T2.1 List of Returnable Documents

### 2.1.1 These schedules are required for eligibility purposes:

- T2.2-01 **Stage One as per CIDB: Eligibility Criteria Schedule** - Certificate of attendance at Compulsory Tender Clarification Meeting
- T2.2-02 **Stage Two as per CIDB: Eligibility Criteria Schedule** - CIDB Registration

### 2.1.2 Stage Three as per CIDB: these schedules will be utilised for evaluation purposes:

- T2.2-03 **Evaluation Schedule:** Previous experience
- T2.2-04 **Evaluation Schedule:** Delivery Plan/Lead Time
- T2.2-05 **Evaluation Schedule:** Health and Safety Management
- T2.2-06 **Evaluation Schedule:** Method Statement

### 2.1.3 Returnable Schedules:

#### General:

- T2.2-07 Authority to submit tender
- T2.2-08 Record of addenda to tender documents
- T2.2-09 Letter of Good Standing
- T2.2-10 Risk Elements
- T2.2-11 Affected Property Establishment
- T2.2-12 Capacity and Ability to meet Delivery Schedule

#### Agreement and Commitment by Tenderer:

T2.2-13: CIDB SFU ANNEX G Compulsory Enterprise Questionnaire

Valid proof of Respondent's compliance to Specific Goals evidence (Preference Claim Form) requirements stipulated in SBD6.1.

ANNEX G Compulsory Enterprise Questionnaire

Job-Creation Schedule

- T2.2-14 Non-Disclosure Agreement
- T2.2-15 RFQ Declaration Form
- T2.2-16 RFQ – Breach of Law
- T2.2-17 Certificate of Acquaintance with Tender Document
- T2.2-18 Service Provider Integrity Pact
- T2.2-19 Supplier Code of Conduct
- T2.2-20 Insurance provided by the Contractor

**2.2 C1.1 Offer portion of Form of Offer & Acceptance**

**2.3 C1.2 Contract Data Part 2 (Data by Contractor)**

**2.4 C2.2 Price List**

## T2.2-01: Eligibility Criteria Schedule:

### Certificate of Attendance at Tender Clarification Meeting

This is to certify that:

(Company Name)

Represented  
by:

(Name and  
Surname)

Was represented at the **compulsory** tender clarification meeting.

Held at:	<b>151 South Coast Road Loliwe House , Bayhead Durban 4001</b>	
On (date)	19 February 2024	Starting time: 10h00am

#### Particulars of person(s) attending the meeting:

Name \_\_\_\_\_ Signature \_\_\_\_\_

Capacity \_\_\_\_\_

#### Attendance of the above company at the meeting was confirmed:

Name \_\_\_\_\_ Signature \_\_\_\_\_

**For and on Behalf of the  
Employers Agent.**

Date \_\_\_\_\_



Description of the Service: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

## **T2.2-02: Eligibility Criteria Schedule - CIDB Grading Designation**

### **Note to tenderers:**

Tenderers are to indicate their CIDB Grading by filling in the table below. **Attach a copy of the CIDB Grading Designation or evidence of being capable of being so registered.**

<b>CRS Number</b>	<b>Status</b>	<b>Grading</b>	<b>Expiry Date</b>

1. Only those tenderers who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations, for a **3EM or Higher** class of construction work, are eligible to have their tenders evaluated.

### **2. Joint Venture (JV)**

Joint ventures are eligible to submit tenders subject to the following:

1. every member of the joint venture is registered with the CIDB;
2. the lead partner has a contractor grading designation of not lower than one level one level below the required grading designation in the class of construction works under consideration and possesses the required recognition status; and
3. the combined Contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a Contractor grading designation determined in accordance with the sum tendered for a **3ME or Higher** class of construction work or a value determined in accordance with Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations
4. the Contractor shall provide the employer with a certified copy of its signed joint venture agreement;
5. and in the event that the joint venture is an 'Incorporated Joint Venture' the Memorandum of Incorporation to be provided within 4 (four) weeks of the Contract Date.

## T2.2-03: Evaluation Schedule: Previous Experience

### Note to tenderers:

Tenderers are required to demonstrate performance in comparable projects of similar size and nature by supplying the following:

- A list of past / current comparable projects.

Work Experience with respect to specific aspects of the projects. Greater weight should be given to the bidder who completed the work of a similar project, and the proof is of completion certificates is attached. The tenderer to list previous experience with contactable references or completion certificates/Purchase Orders to support the list. Experience must be specific to the type of the project the company is intending to tender for. The tenderer must show detailed involvement and value of their work done.

**Projects of similar nature as detailed in the Service Information with reference to:  
Sufficient references to substantiate experience indicated (Client name and contact details, project description, duration and contract value)**

### Index of documentation attached to this schedule

	<b>DOCUMENT NAME</b>
<b>1</b>	
<b>2</b>	
<b>3</b>	
<b>4</b>	
<b>5</b>	
<b>6</b>	
<b>7</b>	

### Previous Experience will be evaluated as follows:

Greater weight should be given to projects of a similar nature. The contractor should have done and completed tank cleaning and installing diesel dispenser or projects of similar nature. The tenderer to list previous experience with contactable references or completion certificates/Purchase Orders to support the list. Experience must be specific to the type of the project the company is intending to tender for. The tenderer must show detailed involvement and value of their work done.

Description of the Service: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

<b>Score</b>	<b>Previous Experience = 30</b>
No Response (score 0)	Tenderer has submitted no information
<b>Poor (score 40)</b>	1 contactable reference relevant to this RFQ with completion certificates/ written references/POs
<b>Satisfactory (score 70)</b>	2 contactable references relevant to this RFQ with completion certificates/ written references/POs
<b>Good (score 90)</b>	3 Contactable references relevant to this RFQ with completion certificates/ written references/POs
<b>Very Good (score 100)</b>	4 or more Contactable references relevant to this RFQ with completion certificates/ written references/POs

## **T2.2-04: Evaluation Schedule: Program Plan and Lead Time**

### **Note to tenderers:**

#### Plan

**The Tenderer details the Plan for evaluation and attaches it to this schedule. In addition, the Tenderer is to provide an electronic copy of the Plan in Ms Word.**

The Tenderer's attention is drawn to core clause 21 of the NEC3 Term Service contract regarding the items to be shown on a plan.

The tenderer shall provide the proposed Plan, at a minimum showing but not limited to the following:

- Ability to execute the Service in terms of the *Employer's* requirements and within the required timeframe indicating, in a logical sequence, the order and timing of the construction that will take place in order to Provide the Service clearly indicating the capacity & capability to achieve the dates stated in the Contract Data.
- Dates when the *Contractor* will need access to any part of the Site; submission & approval process & timing for Health & Safety Files, Environmental Files and Quality Files. In addition the Plan must clearly demonstrate the procurement process for all long lead items if applicable.
- The *Contractor* indicates how he plans in achieving the following dates and clearly demonstrates them on the schedule - Start Date, Access Date, Planned Completion, & Completion Date. In addition, the Plan clearly demonstrates adequate provisions for Time Risk Allowance (TRA). Time Risk Allowances are not float, are owned by the Tenderer, can be included in the activity duration and illustrated in the schedule in a code field or as an attachment.
- The Plan must clearly support and demonstrate alignment to the Method Statement as contained in T2.1 List of Returnables.

#### **Delivery Plan (30)**

The Tenderer details the proposed programme below or makes reference to his proposed programme and attaches it to this schedule. If the Tenderer is awarded the contract this document will become the Accepted Programme, subject to Clarifications issued by the Employer.



Description of the Service: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

Please provide your proposed programme, inclusive but not limited to the following:

Bill of Quantity No	Activity description	Start date	Finish date	Preceding activities	Time risk allowances (TRA)

The scoring of the Plan will be as follows:

The contractor must state when he/she intends to start and complete the job, this must also be supported by providing a working programme which after awarding will then be used as a monitoring tool on work progress. Points given should be based on the duration sequential project activities as per specification. If the Tenderer is awarded the contract this document will become the Accepted Programme, subject to Clarifications issued by the Employer. The work program must be completed in the form of MS project or MS Excel, the following must be indicated in the work program:

1. Detailed activities with number of days per region.
2. Indicate project execution will be sequential or in parallel.
3. Duration to complete project.

NB: Lead time must also be taken into account

Item No.	Quality Criteria
1	<b>Programme = 30</b>
<b>No Response (score 0)</b>	No delivery Period submitted for the Project and (or) > 15 weeks delivery period.
<b>Poor (score 40)</b>	Delivery Period > 13 ≤14 weeks.
<b>Satisfactory (score 70)</b>	Delivery Period > 12 ≤13 weeks.
<b>Good (score 90)</b>	Delivery Period > 8 ≤12 weeks
<b>Very Good (score 100)</b>	Delivery Period < 8 weeks.

Attachment B: Hard Copy of Plan

## T2.2-05: Health and Safety Questionnaire

A safety plan to be submitted in accordance with the OHSA1993 and Transnet Freight Rail Health and Safety Specification TFR-ISMRN-R&C-FM009 including a risk assessment, Construction Safety File (Index) and Construction Safety work Method Statement.

Submit the following documents as a minimum with your tender:

1. Valid letter of good standing with Department of Labour or insurance body.
2. Roles and responsibilities of legal appointees.
3. Safety Officer role and responsibility.
4. Safety, Health & Environmental Policies.
5. Overview of Tenderer's SHE system for project.
6. List of job categories for project and competencies required per category and plan to address and meet outstanding competencies.
7. SHE challenges envisaged for the project and how they will be addressed and overcome.
8. Construction Safety File (Index)
9. Construction Safety Work Method Statement

In addition to the Health Risk and Safety plan, kindly ensure that the following points have been addressed in the plan that must be submitted with your tender:

### **SHE Management Structure**

- Construction Work Supervisor (Construction Regulation 6)
- Subordinate Construction Work Supervisor (Construction Regulation 6)

Description of Services: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

- Construction Safety Officer (Construction Regulation 6(7)).
- List of Contractors already appointed - List to be revised at least monthly.
- Health and Safety Representative (Section 17 of OHS Act).

### **SHE Organisation**

- Health and Safety Committee.
- Composition.
- Frequency of Meetings.
- Minutes of meeting.

- Legal Compliance Audits.
- Audit Report.
- Frequency of Audits.
- Findings and Analysis.
- Corrective Action

### **Risk Assessment/Management**

- Task descriptions.
- Risk Identification, Analysis, Mitigating Steps, Monitoring Steps and Review Plan.
- Risk Assessment (Construction Regulation 7)

### **Education and Training**

- Induction training (Construction Regulation 7(9))
- Site Specific Training.
- Certificate of Competence.

### **Emergency Planning – Evacuation plan**

- Client procedure.
- Site Procedure.

### **Health and Safety Communications**

- Safety/Toolbox talks.

- Incident Recall.

### **Safe Working Procedures and Methods**

- Method Statements.
- Safe Operating Procedures.
- Task/Job observations.

### **Personal Protective Equipment and Clothing**

- PPE required after all other controls have been considered (Barrier tape, Reflector vests, Safety gloves, Safety glasses, Ear protection, Safety boots, Safety masks, Overalls, Hard hats, First Aid box & First aider, Safety file)

- PPE proof of issue.

### **Project security**

- Security risks identified.
- Access control.

### **Other Safety requirements**

- Daily alcohol tests will be performed
- Avoid crossing of railway lines if need be observe for moving trains
- No person is allowed to climb any of the OHT structures
- No persons must come close to the overhead cables and wires

All electrical equipment, cables should be treated as **LIVE & DANGEROUS**

The following criteria will be used to evaluate Health and Safety Plan:

The Safety Plan should be a written document that describes the process for identifying the physical and health hazards that could harm workers, procedures to prevent accidents, and steps to take when accidents occur. Safety plan with job safety analysis that communicated with the project scope is required. The job safety analysis (JSA) should be based on the work programme activities and method statement. The safety plan should also identify safety key project personnel and their qualifications.

<b>Health and Safety Plan</b>	<b>10</b>
Did not Submit a HSP Questionnaire	<b>No Response</b> <b>(score 0)</b>
Submitted an incomplete HSP and scored 1-20 on the attached questionnaire	<b>Poor (score 40)</b>
Submitted a satisfactory HSP and scored 21-39 on the attached questionnaire	<b>Satisfactory (score 70)</b>

Submitted a good HSP and scored 40-45 on the attached questionnaire	<b>Good (score 90)</b>
Submitted a very good HSP and scored 46-50 on the attached questionnaire.	<b>Very Good (score 100)</b>
SHE management plan with respect to specific aspects of the projects. Greater weight should be given to the bidder with a detailed SHE management plan and Risk Assessment covering all areas. The Safety Plan should be a written document that describes the process for identifying the physical and health hazards that could harm workers, procedures to prevent accidents, and steps to take when accidents occur. Safety plan with job safety analysis that communicated with the project scope is required. The job safety analysis (JSA) should be based on the work programme activities and method statement. The safety plan should also identify safety key project personnel and their qualifications.	

### Tenderer SHE Management System Questionnaire

This questionnaire forms part of the TFR tender evaluation process. It must be completed by all Tenderer's and submitted with their tender offer. The tenderer Health and Safety (SHE) Plan must also be submitted. The objective of the questionnaire is to provide an overview of the status of the Tenderer's SHE management system. Tenderers will be required to verify their responses noted in their questionnaire by providing evidence of their ability and capacity in relevant matters. The tenderer warrants that the information provided below is accurate and correct. **TFR may verify the accuracy of this information during the physical visit as part of the tender evaluation.**

The information provided in this questionnaire is an accurate summary of the company's occupational health and safety management system.			
Company Name:			
Signed:	Name:		
Position:	Date:		
Tender Description: Diesel Storage Tank Cleaning And Diesel Dispenser Replacement In Wentworth And Mason's Mill.			
Tender Number: CRAC DNR 44041			
<b>Tenderer SHE Management System Questionnaire</b>		<b>Yes</b>	<b>No</b>
<b>1. SHE Policy</b>			
<ul style="list-style-type: none"> <li>- <b><i>Is there a written company SHE policy?</i></b></li> </ul>			
<ul style="list-style-type: none"> <li>- If yes provide a copy of the policy</li> </ul>			
<b>2. SHE Management</b>			
<ul style="list-style-type: none"> <li>- <b><i>Does the company have an independently audited or accredited SHE Management system e.g NOSA, OHSAS, IRCA System etc</i></b></li> </ul>			
<ul style="list-style-type: none"> <li>- If yes provide details or copy of accreditation</li> </ul>			
<b>3. SHE Organogram</b>			
<ul style="list-style-type: none"> <li>- <b><i>Is there a company organogram indicating key SHE personnel?</i></b></li> </ul>			
<ul style="list-style-type: none"> <li>- If yes provide a copy</li> </ul>			
<b>4. Letter of good standing with COID</b>			
<ul style="list-style-type: none"> <li>- <b><i>Is company registered with the Compensation Commissioner under the COID Act and up to date?</i></b></li> </ul>			
<ul style="list-style-type: none"> <li>- If yes provide proof of letter of good standing</li> </ul>			
<b>5. SHE Cost</b>			
<ul style="list-style-type: none"> <li>- <b><i>Has the tenderer made provision for the cost of safety in the tender</i></b></li> </ul>			

DESCRIPTION OF THE SERVICES: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

<b>price?</b> If yes provide evidence		
<b>6. Training Records</b>		
<ul style="list-style-type: none"> <li><b>- Is a record maintained of all training and induction programs undertaken for employees in your company?</b></li> </ul> <ul style="list-style-type: none"> <li>- If yes provide examples of safety training records</li> </ul>		
<b>7. Health and Safety Plan (SHE Plan) Are the following arrangements included and adequately addressed in the Health and Safety Plan:</b>		
<ul style="list-style-type: none"> <li><b>- Are SHE responsibilities clearly identified for all levels of Management and employees?</b></li> </ul> <ul style="list-style-type: none"> <li>- If yes provide details</li> </ul>		
<ul style="list-style-type: none"> <li><b>- Are Risk Assessments conducted and appropriate techniques used?</b></li> </ul> <ul style="list-style-type: none"> <li>- If yes provide details or copy of procedure</li> </ul>		
<ul style="list-style-type: none"> <li><b>- Are safe operating procedures or specific safety instructions relevant to its operations available?</b></li> </ul> <ul style="list-style-type: none"> <li>- If yes provide a summary listing of procedures or instructions</li> </ul>		
<ul style="list-style-type: none"> <li><b>- Description on how health and safety training is conducted in your company:</b></li> </ul> <ul style="list-style-type: none"> <li>- If yes provide details</li> </ul>		
<ul style="list-style-type: none"> <li><b>- Health and safety inspections at worksites undertaken?</b></li> </ul> <ul style="list-style-type: none"> <li>- If yes provide details</li> </ul>		
<ul style="list-style-type: none"> <li><b>- Health and Safety Communication i.e Safety talks, incident recalls?</b></li> </ul> <ul style="list-style-type: none"> <li>- If yes provide details</li> </ul>		
<ul style="list-style-type: none"> <li><b>- Workplace SHE Committee?</b></li> </ul> <ul style="list-style-type: none"> <li>- If yes provide details</li> </ul>		
<ul style="list-style-type: none"> <li><b>- Appointment of SHE Representatives?</b></li> </ul> <ul style="list-style-type: none"> <li>- If yes provide details</li> </ul>		
<ul style="list-style-type: none"> <li><b>- SHE Incident Reporting and Investigation?</b></li> </ul> <ul style="list-style-type: none"> <li>- If yes provide details</li> </ul>		
<ul style="list-style-type: none"> <li><b>- Provision of Personal Protective Equipment (PPE)?</b></li> </ul>		

DESCRIPTION OF THE SERVICES: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

- If yes provide details		
<b>- Emergency Planning?</b>		
- If yes provide details		
<b>- Fall Protection?</b>		
- If yes provide details		
<b>- Project Security?</b>		
- If yes provide details		
<b>- Medical Surveillance?</b>		
- If yes provide details		
<b>- Substance abuse policy/procedure/testing?</b>		
- If yes provide details		
<b>- Selection, Procurement and management of Subcontractors?</b>		
- If yes provide details		
<b>- Operational Safety?</b>		
- If yes provide details		
<b>- Is there a system for recording and analysing health and safety performance statistics including injuries and incidents?</b>		
- If yes provide details		
<b>8. Health and Safety Violations</b>		
<b>- Has the company been fined or convicted of an occupational health and safety offence?</b>		
- If yes provide details		

---

**Safety**

**Performance**

**Report Monthly**

**DIFR for previous**

**months**

<b>Previous Year</b>	<b>No of Disabling Injuries</b>	<b>Total Number of employees</b>	<b>DIFR calculated over 12 months</b>
Jan			
Feb			
Mar			
Apr			
May			
Jun			
Jul			
Aug			
Sep			
Oct			
Nov			
Dec			

DIFR = Number of Disabling injuries x 200000 divided by number of manhours worked for the period

(Tenderer)

Signed

Date

Name

Position

Tenderer

## Health, Safety Questionnaire

### 1. SAFE WORK PERFORMANCE

#### 1A. Injury Experience / Historical Performance - Alberta

Use the previous three years injury and illness records to complete the following:

Year			
Number of medical treatment cases			
Number of restricted work day cases			
Number of lost time injury cases			
Number of fatal injuries			
Total recordable frequency			
Lost time injury frequency			
Number of worker manhours			

1 - Medical Treatment Case	Any occupational injury or illness requiring treatment provided by a physician or treatment provided under the direction of a physician
2 – Restricted Work Day Case	Any occupational injury or illness that prevents a worker from performing any of his/her craft jurisdiction duties
3 – Lost Time injury Cases	Any occupational injury that prevents the worker from performing any work for at least one day
4 – Total Recordable Frequency	Total number of Medical Treatment, Restricted Work and Lost Time Injury cases multiplied by 200,000 then divided by total manhours
5- Lost Time Injury Frequency	Total number of Lost Time Injury cases multiplied by 200,000 then divide by total manhours

#### 1B. Workers' Compensation Experience

Use the previous three years injury and illness records to complete the following (if applicable):

Industry Code:	Industry Classification:
Year	
Industry Rate	
Contractor Rate	
% Discount or Surcharge	
Is your Workers' Compensation account in good standing? (Please provide letter of confirmation)	<input type="checkbox"/> Yes <input type="checkbox"/> No

### 2. CITATIONS

2A.	Has your company been cited, charged or prosecuted under Health, Safety and/or Environmental Legislation in the last 5 years? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide details:    
2B.	Has your company been cited, charged or prosecuted under the above Legislation in another Country, Region or State? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide details:    

### 3. CERTIFICATE OF RECOGNITION

Does your company have a Certificate of Recognition? <input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, what is the Certificate No. _____	Issue Date _____
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#### 4. SAFETY PROGRAM

Do you have a written safety program manual? If Yes, provide a copy for review		<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Do you have a pocket safety booklet for field distribution? If Yes, provide a copy for review		<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Does your safety program contain the following elements:					
YES		NO			
CORPORATE SAFETY POLICY	<input type="checkbox"/>	<input type="checkbox"/>	EQUIPMENT MAINTENANCE	<input type="checkbox"/>	<input type="checkbox"/>
INCIDENT NOTIFICATION POLICY	<input type="checkbox"/>	<input type="checkbox"/>	EMERGENCY RESPONSE	<input type="checkbox"/>	<input type="checkbox"/>
RECORDKEEPING & STATISTICS	<input type="checkbox"/>	<input type="checkbox"/>	HAZARD ASSESSMENT	<input type="checkbox"/>	<input type="checkbox"/>
REFERENCE TO LEGISLATION	<input type="checkbox"/>	<input type="checkbox"/>	SAFE WORK PRACTICES	<input type="checkbox"/>	<input type="checkbox"/>
GENERAL RULES & REGULATIONS	<input type="checkbox"/>	<input type="checkbox"/>	SAFE WORK PROCEDURES	<input type="checkbox"/>	<input type="checkbox"/>
PROGRESSIVE DISCIPLINE POLICY	<input type="checkbox"/>	<input type="checkbox"/>	WORKPLACE INSPECTIONS	<input type="checkbox"/>	<input type="checkbox"/>
RESPONSIBILITIES	<input type="checkbox"/>	<input type="checkbox"/>	INVESTIGATION PROCESS	<input type="checkbox"/>	<input type="checkbox"/>
PPE STANDARDS	<input type="checkbox"/>	<input type="checkbox"/>	TRAINING POLICY & PROGRAM	<input type="checkbox"/>	<input type="checkbox"/>
ENVIRONMENTAL STANDARDS	<input type="checkbox"/>	<input type="checkbox"/>	COMMUNICATION PROCESSES	<input type="checkbox"/>	<input type="checkbox"/>
MODIFIED WORK PROGRAM	<input type="checkbox"/>	<input type="checkbox"/>			

#### 5. TRAINING PROGRAM

5A. Do you have an orientation program for new hire employees?  Yes  No

If Yes, include a course outline. Does it include any of the following:

YES		NO		YES		NO		
GENERAL RULES & REGULATIONS	<input type="checkbox"/>	<input type="checkbox"/>	CONFINED SPACE ENTRY	<input type="checkbox"/>	<input type="checkbox"/>	EMERGENCY REPORTING	<input type="checkbox"/>	<input type="checkbox"/>
INJURY REPORTING	<input type="checkbox"/>	<input type="checkbox"/>	TRENCHING & EXCAVATION	<input type="checkbox"/>	<input type="checkbox"/>	LEGISLATION	<input type="checkbox"/>	<input type="checkbox"/>
RIGHT TO REFUSE WORK	<input type="checkbox"/>	<input type="checkbox"/>	SIGNS & BARRICADES	<input type="checkbox"/>	<input type="checkbox"/>	PERSONAL PROTECTIVE EQUIPMENT	<input type="checkbox"/>	<input type="checkbox"/>
EMERGENCY PROCEDURES	<input type="checkbox"/>	<input type="checkbox"/>	DANGEROUS HOLES & OPENINGS	<input type="checkbox"/>	<input type="checkbox"/>	AERIAL WORK PLATFORMS	<input type="checkbox"/>	<input type="checkbox"/>
PROJECT SAFETY COMMITTEE	<input type="checkbox"/>	<input type="checkbox"/>	RIGGING & CRANES	<input type="checkbox"/>	<input type="checkbox"/>	HOUSEKEEPING	<input type="checkbox"/>	<input type="checkbox"/>
LADDERS & SCAFFOLDS	<input type="checkbox"/>	<input type="checkbox"/>	MOBILE VEHICLES	<input type="checkbox"/>	<input type="checkbox"/>	FALL ARREST STANDARDS	<input type="checkbox"/>	<input type="checkbox"/>
			PREVENTATIVE MAINTENANCE	<input type="checkbox"/>	<input type="checkbox"/>			
			HAND & POWER TOOLS	<input type="checkbox"/>	<input type="checkbox"/>			
			FIRE PREVENTION & PROTECTION	<input type="checkbox"/>	<input type="checkbox"/>			
			ELECTRICAL SAFETY	<input type="checkbox"/>	<input type="checkbox"/>			
			COMPRESSED GAS CYLINDERS	<input type="checkbox"/>	<input type="checkbox"/>			
			WEATHER EXTREMES	<input type="checkbox"/>	<input type="checkbox"/>			



5B. Do you have a program for training newly hired or promoted supervisors?  Yes  No

(If Yes, submit an outline for evaluation. Does it include instruction on the following:

	Yes	No		Yes	No
EMPLOYER RESPONSIBILITIES	<input type="checkbox"/>	<input type="checkbox"/>	SAFETY COMMUNICATION	<input type="checkbox"/>	<input type="checkbox"/>
EMPLOYEE RESPONSIBILITIES	<input type="checkbox"/>	<input type="checkbox"/>	FIRST AID/MEDICAL PROCEDURES	<input type="checkbox"/>	<input type="checkbox"/>
DUE DILIGENCE	<input type="checkbox"/>	<input type="checkbox"/>	NEW WORKER TRAINING	<input type="checkbox"/>	<input type="checkbox"/>
SAFETY LEADERSHIP	<input type="checkbox"/>	<input type="checkbox"/>	ENVIRONMENTAL REQUIREMENTS	<input type="checkbox"/>	<input type="checkbox"/>
WORK REFUSALS	<input type="checkbox"/>	<input type="checkbox"/>	HAZARD ASSESSMENT	<input type="checkbox"/>	<input type="checkbox"/>
INSPECTION PROCESSES	<input type="checkbox"/>	<input type="checkbox"/>	PRE-JOB SAFETY INSTRUCTION	<input type="checkbox"/>	<input type="checkbox"/>
EMERGENCY PROCEDURES	<input type="checkbox"/>	<input type="checkbox"/>	DRUG & ALCOHOL POLICY	<input type="checkbox"/>	<input type="checkbox"/>
INCIDENT INVESTIGATION	<input type="checkbox"/>	<input type="checkbox"/>	PROGRESSIVE DISCIPLINARY POLICY	<input type="checkbox"/>	<input type="checkbox"/>
SAFE WORK PROCEDURES	<input type="checkbox"/>	<input type="checkbox"/>	SAFE WORK PRACTICES	<input type="checkbox"/>	<input type="checkbox"/>
SAFETY MEETINGS	<input type="checkbox"/>	<input type="checkbox"/>	NOTIFICATION REQUIREMENTS	<input type="checkbox"/>	<input type="checkbox"/>

## 6. SAFETY ACTIVITIES

Do you conduct safety inspections?

Yes  No  Weekly  Monthly  Quarterly

Describe your safety inspection process (include participation, documentation requirements, follow-up, report distribution).

---

Who follows up on inspection action items?

---

Do you hold site safety meetings for field employees? If Yes, how often?

Yes  No  Daily  Weekly  Biweekly

Do you hold site meetings where safety is addressed with management and field supervisors?

Yes  No  Weekly  Biweekly  Monthly

Is pre-job safety instruction provided before to each new task?  Yes  No

Is the process documented?  Yes  No

Who leads the discussion?

---

Do you have a hazard assessment process?  Yes  No

- Are hazard assessments documented? If yes, how are hazard assessments communicated and implemented on each project? Who is responsible for leading the hazard assessment process?

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Does your company have policies and procedures for environmental protection, spill clean-up, reporting, waste disposal, and recycling as part of the Health & Safety Program?

Yes  No

How does your company measure its H&S success?

- Attach separate sheet to explain

## 7. SAFETY STEWARDSHIP



## 7A Are incident reports and report summaries sent to the following and how often?

	Yes	No	Monthly	Quarterly	Annually
Project/Site Manager	<input type="checkbox"/>				
Managing Director	<input type="checkbox"/>				
Safety Director/Manager	<input type="checkbox"/>				
/Chief Executive Officer	<input type="checkbox"/>				

## 7B How are incident records and summaries kept? How often are they reported internally?

	Yes	No	Monthly	Quarterly	Annually
Incidents totaled for the entire company	<input type="checkbox"/>				
Incidents totaled by project	<input type="checkbox"/>				
• Subtotaled by superintendent	<input type="checkbox"/>				
• Subtotaled by foreman	<input type="checkbox"/>				

## 7C How are the costs of individual incidents kept? How often are they reported internally?

	Yes	No	Monthly	Quarterly	Annually
Costs totaled for the entire company	<input type="checkbox"/>				
Costs totaled by project	<input type="checkbox"/>				
• Subtotaled by superintendent	<input type="checkbox"/>				
• Subtotaled by foreman/general foreman	<input type="checkbox"/>				

## 7D Does your company track non-injury incidents?

	Yes	No	Monthly	Quarterly	Annually
Near Miss	<input type="checkbox"/>				
Property Damage	<input type="checkbox"/>				
Fire	<input type="checkbox"/>				
Security	<input type="checkbox"/>				
Environmental	<input type="checkbox"/>				

**8 PERSONNEL**

List key health and safety officers planned for this project. Attach resume.

Name	Position/Title	Designation

Supply name, address and phone number of your company's corporate health and safety representative. Does this individual have responsibilities other than health, safety and environment?

Name	Address	Telephone Number

Other responsibilities:

**9 REFERENCES**

List the last three company's your form has worked for that could verify the quality and management commitment to your occupational Health &amp; Safety program

Name and Company	Address	Phone Number

## T2.2-06: Evaluation Schedule: Method Statement

### Note to tenderers:

Method statement - The tenderers must sufficiently demonstrate the methodology that will be employed to cover the scope of the project.

- A detailed method statement is required:

#### Method Statement

The document should detail the way each activity or process is to be completed. The method statement should also outline the hazards involved and include a step by step guide on how to do the job safely. The method statement should also outline and indicate the equipment to be used for this project. It should again detail control measures to be introduced to ensure the safety of anyone who will be affected by the projects activities. The method statement cannot be used as safety plan but a technical approach and methodology on the actual work execution. The company special and practical knowledge in petrochemical industry services is required. The contractor must supply/provide and identify his/her proposed technical team. And state their job description, experience and qualifications. The Method statement should meet the following criteria:

1. Method that will be used to meet the technical quality on the project.
2. Approach that will minimize time during the work
3. Method and ways to protect the other facilities at the pump house and tank farm
4. How will the contractor meet or exceed overall project objectives and requirements
5. Approach that minimise impact on the environment during the repair process
6. How will Transnet's Infrastructure and Personnel be kept safe during contract activities
7. Provide a base SOP for the activities to be performed into consideration activities most likely to be performed

**Please note: Tenderers are required to provide detailed method statements for the categories as listed above. Each sub-category as listed will be scored based on the linear scale below, and will be averaged and weighed to provide a final score. Tenderers to note that they will not achieve an "acceptable" score should they not provide the information as required in this Returnable.**

The table below will be used for scoring / evaluating the method statement submitted by the Tenderer:

Scoring for programme will be as follows:

Percentage Score	Indicator-30
<b>No Response (score 0)</b>	No method statement/work plan provided. The tenderer has submitted no information or inadequate information to determine a score.
<b>Poor (score 40)</b>	The technical approach and/ or methodology are poor and are unlikely to satisfy project objectives and requirements. The bidder has misunderstood aspects of the scope of work and does not deal with the critical aspects of the projects. The contractor did not understand or include certain aspects of the scope and submitted <b>(1-2)</b> criteria's as per the project requirements.
<b>Satisfactory (score 70)</b>	The approach is generic and not tailored to address the project objectives and requirements. The approach does not adequately deal with the critical characteristics of the project. The approach only covered <b>(3-4)</b> criteria's and approach is generic and not tailored to cover all project objectives.
<b>Good (score 90)</b>	The approach is specifically tailed to address the project objectives and requirements. The method statement addresses all key activities, but not in detail. The approach is sufficient and flexible to accommodate changes that may occur during execution and has covered at least <b>(5 -6)</b> of the above requirements.
<b>Very Good (score 100)</b>	Good method statement provided which shows innovation and efficiency. All the important activities are indicated in the activity schedule and their timing and sequencing is appropriate and consistent with project objectives and requirements. There is a fair degree of detail that facilitates understanding of the proposed work plan. All the specified items <b>(7)</b> have been covered in detail on the methodology.



Description of the Service: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

## T2.2-07: Authority to submit a Tender

Indicate the status of the tenderer by ticking the appropriate box hereunder. The tenderer must complete the certificate set out below for his category of organisation or alternatively attach a certified copy of a company / organisation document which provides the same information for the relevant category as requested here.

A - COMPANY	B - PARTNERSHIP	C - JOINT VENTURE	D - SOLE PROPRIETOR

### A. Certificate for Company

I, \_\_\_\_\_ chairperson of the board of directors \_\_\_\_\_  
\_\_\_\_\_, hereby confirm that by resolution of the  
board taken on \_\_\_\_\_ (date), Mr/Ms \_\_\_\_\_,  
acting in the capacity of \_\_\_\_\_, was authorised to sign all  
documents in connection with this tender offer and any contract resulting from it on behalf of  
the company.

Signed

Date

Name

Position

Chairman of the Board of Directors

Description of the Service: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

## B. Certificate for Partnership

We, the undersigned, being the **key partners** in the business trading as \_\_\_\_\_

\_\_\_\_\_ hereby authorise Mr/Ms \_\_\_\_\_

acting in the capacity of \_\_\_\_\_, to sign all documents in connection with the tender offer for Contract \_\_\_\_\_ and any contract resulting from it on our behalf.

Name	Address	Signature	Date

**NOTE:** This certificate is to be completed and signed by the full number of Partners necessary to commit the Partnership. Attach additional pages if more space is required.



Description of the Service: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

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### **C. Certificate for Joint Venture**

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorise

Mr/Ms \_\_\_\_\_, an authorised signatory of the company

\_\_\_\_\_, acting in the capacity of lead

partner, to sign all documents in connection with the tender offer for Contract \_\_\_\_\_

\_\_\_\_\_ and any contract resulting from it on our behalf.

This authorisation is evidenced by the attached power of attorney signed by legally authorised signatories of all the partners to the Joint Venture.

Furthermore we attach to this Schedule a copy of the joint venture agreement which incorporates a statement that all partners are liable jointly and severally for the execution of the contract and that the lead partner is authorised to incur liabilities, receive instructions and payments and be responsible for the entire execution of the contract for and on behalf of any and all the partners.

<b>Name of firm</b>	<b>Address</b>	<b>Authorising signature, name (in caps) and capacity</b>



Description of the Service: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

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#### **D. Certificate for Sole Proprietor**

I, \_\_\_\_\_, hereby confirm that I am the sole owner of the business trading as \_\_\_\_\_.

Signed

Date

Name

Position

Sole Proprietor

---

---

## T2.2-08: Record of Addenda to Tender Documents

This schedule as submitted confirms that the following communications received from the *Employer* before the submission of this tender offer, amending the tender documents, have been taken into account in this specific tender offer:

	<b>Date</b>	<b>Title or Details</b>
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		

Attach additional pages if more space is required.



Description of the Service: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

---

## **T2.2-09 Letter/s of Good Standing with the Workmen's Compensation Fund**

Attached to this schedule is the Letter/s of Good Standing.

- 1.
- 2.
- 3.
- 4.

Name of Company/Members of Joint Venture:

## **T2.2-10: Risk Elements**

Tenderers to identify and evaluate the potential risk elements associated with the Works and possible mitigation thereof. The risk elements and the mitigation as identified thereof by the Tenderer are to be submitted.

If No Risks are identified "No Risks" must be stated on this schedule.

Tenderers are also to evaluate any risk/s stated by the *Employer* in Contract Data Part C1, and provide possible mitigation thereof.

Tenders to note: Notwithstanding this information, all costs related to risk elements which are at the Contractor's risk are deemed to be included in the tenderer's offered total of the Prices.

## **T2.2-11: Affected Property Establishment Requirements**

Tenderers to indicate their Affected Property establishment area requirements:

## **T2.2-12: Capacity and Ability to meet Delivery Schedule**

### **Note to tenderers:**

The Tenderer is required to demonstrate to the *Employer* that the tenderer has sufficient current and future capacity to carry out the work as detailed in the Works Information and that the tenderer has the capacity and plans in place to meet the required delivery schedule as required. To this end, the following must be provided by the Tenderer:

A schedule detailing the following:

- Maximum quantity of work concurrently performed by the Tenderer in the recent past in order to illustrate his potential capacity to design, fabricate and/or construct work of a similar nature;
- Current and future work on his order book, showing quantity and type of equipment;
- Quantity of work for which the Tenderer has tenders in the market or is currently tendering on;
- The work as covered in this Works Information, planned and scheduled as per the Tenderer's capacities and methods but meeting the required delivery schedule.

### **Index of documentation attached to this schedule:**

## **T2.2-13: ANNEX G Compulsory Enterprise Questionnaire**

The following particulars hereunder must be furnished.

In the case of a Joint Venture, separate enterprise questionnaires in respect of each partner/member must be completed and submitted.

**Section 1: Name of enterprise:** \_\_\_\_\_

**Section 2: VAT registration number, if any:** \_\_\_\_\_

**Section 3: CIDB registration number, if any:** \_\_\_\_\_

**Section 4: CSD number:** \_\_\_\_\_

**Section 5: Particulars of sole proprietors and partners in partnerships**

Name	Identity number	Personal income tax number

\* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

**Section 6: Particulars of companies and close corporations**

Company registration number \_\_\_\_\_

Close corporation number \_\_\_\_\_

Tax reference number: \_\_\_\_\_

**Section 7: The attached SBD4 must be completed for each tender and be attached as a tender requirement.**

**Section 8: The attached SBD 6 must be completed for each tender and be attached as a requirement.**

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise:

- i) authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- ii) confirms that neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- v) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Signed

Date

Name

Position

Enterprise  
name

**SBD 6.1**

## PREFERENCE POINTS CLAIM FORM

This preference form must form part of all bids invited. It contains general information and serves as a claim for preference points for Broad-Based Black Economic Empowerment [B-BBEE] Status Level of Contribution.

Transnet will award preference points to companies who provide valid proof of their B-BBEE status using either the latest version of the generic Codes of Good Practice or Sector Specific Codes (if applicable).

### 1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable. Despite the stipulated preference point system, Transnet shall use the lowest acceptable bid to determine the applicable preference point system in a situation where all received acceptable bids are received outside the stated preference point system.

1.3 Preference points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contribution.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
<b>PRICE</b>	<b>80</b>
B-BBEE STATUS LEVEL 1 or 2	10
+50% Black Youth Owned Entities	10
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

1.5 Failure on the part of a bidder to submit proof of B-BBEE status level of contributor together with the bid will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

### 2. DEFINITIONS

- (a) **“all applicable taxes”** includes value-added tax, pay as you earn, income tax,

unemployment insurance fund contributions and skills development levies;

(b) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;

(c) **“B-BBEE status level of contributor”** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

(d) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the supply/provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;

(e) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);

(f) **“EME”** means an Exempted Micro Enterprise as defined by Codes of Good Practice under section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);

(g) **“functionality”** means the ability of a bidder to provide goods or services in accordance with specification as set out in the bid documents

(h) **“Price”** includes all applicable taxes less all unconditional discounts.

(i) **“Proof of B-BBEE Status Level of Contributor”**

- i) the B-BBEE status level certificate issued by an authorised body or person;
- ii) a sworn affidavit as prescribed by the B-BBEE Codes of Good Practice; or
- iii) any other requirement prescribed in terms of the B-BBEE Act.

(j) **“QSE”** means a Qualifying Small Enterprise as defined by Codes of Good Practice under section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);

(k) **“rand value”** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties.

### **3. POINTS AWARDED FOR PRICE**

#### **3.1 THE 80/20 PREFERENCE POINT SYSTEMS**

A maximum of 80 points is allocated for price on the following basis:

80/20

$$Ps = 80 \left( 1 - \frac{Pt - P \min}{P \ min} \right)$$

Where:

Ps = Points scored for comparative price of bid under consideration

Pt = Comparative price of bid under consideration

Pmin = Comparative price of lowest acceptable bid

#### 4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTION

4.1 preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

4.2 The table below indicates the required proof of B-BBEE status depending on the category of enterprises:

Enterprise	B-BBEE Certificate & Sworn Affidavit
Large	Certificate issued by SANAS accredited verification agency
QSE	Certificate issued by SANAS accredited verification agency Sworn Affidavit signed by the authorised QSE representative and attested by a Commissioner of Oaths confirming annual turnover and black ownership (only black-owned QSEs - 51% to 100% Black owned) [Sworn affidavits must substantially comply with the format that can be obtained on the DTI's website at <a href="http://www.dti.gov.za/economic_empowerment/bee_codes.jsp">www.dti.gov.za/economic_empowerment/bee_codes.jsp</a> .]
EME	Sworn Affidavit signed by the authorised EME representative and attested by a Commissioner of Oaths confirming annual turnover and black ownership Certificate issued by CIPC (formerly CIPRO) confirming annual turnover and black ownership Certificate issued by SANAS accredited verification agency only if the EME is being measured on the QSE scorecard

4.3 A trust, consortium or joint venture (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE Status Level verification certificate for every separate bid.

- 4.4 Tertiary Institutions and Public Entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 4.5 A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- 4.6 A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.
- 4.7 Bidders are to note that the rules pertaining to B-BBEE verification and other B-BBEE requirements may be changed from time to time by regulatory bodies such as National Treasury or the DTI. It is the Bidder's responsibility to ensure that his/her bid complies fully with all B-BBEE requirements at the time of the submission of the bid.

## 5. BID DECLARATION

- 5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

## 6. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 6.1

- 6.1 B-BBEE Status Level of Contribution: . = .....(maximum of 20 points)

(Points claimed in respect of paragraph 6.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

## 7. SUB-CONTRACTING

- 7.1 Will any portion of the contract be sub-contracted?

**(*Tick applicable box*)**

YES		NO	
-----	--	----	--

- 7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%.....
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE.

**(*Tick applicable box*)**

YES		NO	
-----	--	----	--

## 8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of company/firm:.....

8.2 VAT registration number:.....

8.3 Company registration number:.....

#### 8.4 TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One person business/sole proprietor
- Close corporation
- Company
- (Pty) Limited

[TICK APPLICABLE BOX]

## 8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....  
.....  
.....

## 8.6 COMPANY CLASSIFICATION

- Manufacturer
- Supplier
- Professional Supplier/Service provider
- Other Suppliers/Service providers, e.g. transporter, etc.

[ *TICK APPLICABLE BOX* ]

8.7 Total number of years the company/firm has been in business:.....

8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as

indicated in paragraph 1 of this form;

- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If a bidder submitted false information regarding its B-BBEE status level of contributor,, which will affect or has affected the evaluation of a bid, or where a bidder has failed to declare any subcontracting arrangements or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have
  - (a) disqualify the person from the bidding process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) if the successful bidder subcontracted a portion of the bid to another person without disclosing it, Transnet reserves the right to penalise the bidder up to 10 percent of the value of the contract;
  - (e) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
  - (f) forward the matter for criminal prosecution.

WITNESSES

1. ....  
2. ....

.....

SIGNATURE(S) OF BIDDERS(S)

DATE: .....

## BIDDER'S DISCLOSURE

### 1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid

process.

## 2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

### 2.2.1 If so, furnish particulars:

.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

### 2.3.1 If so, furnish particulars:

.....

<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

### 3 DECLARATION

I, the undersigned,(name).....in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME

<sup>2</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22  
ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN  
MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE  
FALSE.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bidder

---

## **T2.2-14 NON-DISCLOSURE AGREEMENT**

**[ February 2024]**

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**Note to tenderers: This Non-Disclosure Agreement is to be completed and signed by an authorised signatory:**

**THIS AGREEMENT** is made effective as of ..... day of ..... 20..... by and between:

**TRANSNET SOC LTD**

(Registration No. 1990/000900/30), a company incorporated and existing under the laws of South Africa, having its principal place of business at Transnet Corporate Centre 138 Eloff Street , Braamfontein , Johannesburg 2000

and

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---

(Registration No. ....),a private company incorporated and existing under the laws of South Africa having its principal place of business at

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**WHEREAS**

Transnet and the Company wish to exchange Information [as defined below] and it is envisaged that each party may from time to time receive Information relating to the other in respect thereof. In consideration of each party making available to the other such Information, the parties jointly agree that any dealings between them shall be subject to the terms and conditions of this Agreement which themselves will be subject to the parameters of the Tender Document.

**IT IS HEREBY AGREED**

**1. INTERPRETATION**

In this Agreement:

- 1.1 **Agents** mean directors, officers, employees, agents, professional advisers, contractors or sub-contractors, or any Group member;
- 1.2 **Bid or Bid Document** (hereinafter Tender) means Transnet's Request for Information [RFI] Request for Proposal [RFP] or Request for Quotation [RFQ], as the case may be;
- 1.3 **Confidential Information** means any information or other data relating to one party [the **Disclosing Party**] and/or the business carried on or proposed or intended to be carried on by that party and which is made available for the purposes of the Bid to the other party [the **Receiving Party**] or its Agents by the Disclosing Party or its Agents or recorded in agreed minutes following oral disclosure and any other information otherwise made available by the Disclosing Party or its Agents to the Receiving Party or its Agents, whether before, on or after the date of this Agreement, and whether in writing or otherwise, including any information, analysis or specifications derived from, containing or reflecting such information but excluding information which:

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1.3.1 is publicly available at the time of its disclosure or becomes publicly available [other than as a result of disclosure by the Receiving Party or any of its Agents contrary to the terms of this Agreement]; or

1.3.2 was lawfully in the possession of the Receiving Party or its Agents [as can be demonstrated by its written records or other reasonable evidence] free of any restriction as to its use or disclosure prior to its being so disclosed; or

1.3.3 following such disclosure, becomes available to the Receiving Party or its Agents [as can be demonstrated by its written records or other reasonable evidence] from a source other than the Disclosing Party or its Agents, which source is not bound by any duty of confidentiality owed, directly or indirectly, to the Disclosing Party in relation to such information;

1.4 **Group** means any subsidiary, any holding company and any subsidiary of any holding company of either party; and

1.5 **Information** means all information in whatever form including, without limitation, any information relating to systems, operations, plans, intentions, market opportunities, know-how, trade secrets and business affairs whether in writing, conveyed orally or by machine-readable medium.

## 2. CONFIDENTIAL INFORMATION

2.1 All Confidential Information given by one party to this Agreement [the **Disclosing Party**] to the other party [the **Receiving Party**] will be treated by the Receiving Party as secret and confidential and will not, without the Disclosing Party's written consent, directly or indirectly communicate or disclose [whether in writing or orally or in any other manner] Confidential Information to any other person other than in accordance with the terms of this Agreement.

2.2 The Receiving Party will only use the Confidential Information for the sole purpose of technical and commercial discussions between the parties in relation to the Tender or for the subsequent performance of any contract between the parties in relation to the Tender.

2.3 Notwithstanding clause 2.1 above, the Receiving Party may disclose Confidential Information:

2.3.1 to those of its Agents who strictly need to know the Confidential Information for the sole purpose set out in clause 2.2 above, provided that the Receiving Party shall ensure that such Agents are made aware prior to the disclosure of any part of the Confidential Information that the same is confidential and that they owe a duty of confidence to the Disclosing Party. The Receiving Party shall at all times remain liable for any actions of such Agents that would constitute a breach of this Agreement; or

2.3.2 to the extent required by law or the rules of any applicable regulatory authority, subject to clause 2.4 below.

2.4 In the event that the Receiving Party is required to disclose any Confidential Information in accordance with clause 2.3.2 above, it shall promptly notify the Disclosing Party and cooperate with the Disclosing Party regarding the form, nature, content and purpose of such disclosure or any action which the Disclosing Party may reasonably take to challenge the validity of such requirement.

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2.5 In the event that any Confidential Information shall be copied, disclosed or used otherwise than as permitted under this Agreement then, upon becoming aware of the same, without prejudice to any rights or remedies of the Disclosing Party, the Receiving Party shall as soon as practicable notify the Disclosing Party of such event and if requested take such steps [including the institution of legal proceedings] as shall be necessary to remedy [if capable of remedy] the default and/or to prevent further unauthorised copying, disclosure or use.

2.6 All Confidential Information shall remain the property of the Disclosing Party and its disclosure shall not confer on the Receiving Party any rights, including intellectual property rights over the Confidential Information whatsoever, beyond those contained in this Agreement.

### **3. RECORDS AND RETURN OF INFORMATION**

3.1 The Receiving Party agrees to ensure proper and secure storage of all Information and any copies thereof.

3.2 The Receiving Party shall keep a written record, to be supplied to the Disclosing Party upon request, of the Confidential Information provided and any copies made thereof and, so far as is reasonably practicable, of the location of such Confidential Information and any copies thereof.

3.3 The Company shall, within 7 [seven] days of receipt of a written demand from Transnet:

3.3.1 return all written Confidential Information [including all copies]; and

3.3.2 expunge or destroy any Confidential Information from any computer, word processor or other device whatsoever into which it was copied, read or programmed by the Company or on its behalf.

3.4 The Company shall on request supply a certificate signed by a director as to its full compliance with the requirements of clause 3.3.2 above.

### **4. ANNOUNCEMENTS**

4.1 Neither party will make or permit to be made any announcement or disclosure of its prospective interest in the Tender without the prior written consent of the other party.

4.2 Neither party shall make use of the other party's name or any information acquired through its dealings with the other party for publicity or marketing purposes without the prior written consent of the other party.

### **5. DURATION**

The obligations of each party and its Agents under this Agreement shall survive the termination of any discussions or negotiations between the parties regarding the Tender and continue thereafter for a period of 5 [five] years.

### **6. PRINCIPAL**

Each party confirms that it is acting as principal and not as nominee, agent or broker for any other person and that it will be responsible for any costs incurred by it or its advisers in considering or pursuing the Tender and in complying with the terms of this Agreement.

## **7. ADEQUACY OF DAMAGES**

Nothing contained in this Agreement shall be construed as prohibiting the Disclosing Party from pursuing any other remedies available to it, either at law or in equity, for any such threatened or actual breach of this Agreement, including specific performance, recovery of damages or otherwise.

## **8. PRIVACY AND DATA PROTECTION**

- 8.1 The Receiving Party undertakes to comply with South Africa's general privacy protection in terms Section 14 of the Bill of Rights in connection with this Tender and shall procure that its personnel shall observe the provisions of such Act [as applicable] or any amendments and re-enactments thereof and any regulations made pursuant thereto.
- 8.2 The Receiving Party warrants that it and its Agents have the appropriate technical and organisational measures in place against unauthorised or unlawful processing of data relating to the Tender and against accidental loss or destruction of, or damage to such data held or processed by them.

## **9. GENERAL**

- 9.1 Neither party may assign the benefit of this Agreement, or any interest hereunder, except with the prior written consent of the other, save that Transnet may assign this Agreement at any time to any member of the Transnet Group.
- 9.2 No failure or delay in exercising any right, power or privilege under this Agreement will operate as a waiver of it, nor will any single or partial exercise of it preclude any further exercise or the exercise of any right, power or privilege under this Agreement or otherwise.
- 9.3 The provisions of this Agreement shall be severable in the event that any of its provisions are held by a court of competent jurisdiction or other applicable authority to be invalid, void or otherwise unenforceable, and the remaining provisions shall remain enforceable to the fullest extent permitted by law.
- 9.4 This Agreement may only be modified by a written agreement duly signed by persons authorised on behalf of each party.
- 9.5 Nothing in this Agreement shall constitute the creation of a partnership, joint venture or agency between the parties.
- 9.6 This Agreement will be governed by and construed in accordance with South African law and the parties irrevocably submit to the exclusive jurisdiction of the South African courts.

Signed

Date

Name

Position

Tenderer



## T2.2-15: RFQ DECLARATION FORM

NAME OF COMPANY: \_\_\_\_\_

We \_\_\_\_\_ do hereby certify that:

1. Transnet has supplied and we have received appropriate tender offers to any/all questions (as applicable) which were submitted by ourselves for tender clarification purposes;
2. we have received all information we deemed necessary for the completion of this Tender;
3. at no stage have we received additional information relating to the subject matter of this tender from Transnet sources, other than information formally received from the designated Transnet contact(s) as nominated in the tender documents;
4. we are satisfied, insofar as our company is concerned, that the processes and procedures adopted by Transnet in issuing this tender and the requirements requested from tenderers in responding to this tender have been conducted in a fair and transparent manner; and
5. furthermore, we acknowledge that a direct relationship exists between a family member and/or an owner / member / director / partner / shareholder (unlisted companies) of our company and an employee or board member of the Transnet Group as indicated below:

*[Respondent to indicate if this section is not applicable]*

FULL NAME OF OWNER/MEMBER/DIRECTOR/

PARTNER/SHAREHOLDER:

ADDRESS:

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Indicate nature of relationship with Transnet:

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*[Failure to furnish complete and accurate information in this regard may lead to the disqualification of your response and may preclude a Respondent from doing future business with Transnet]*

We declare, to the extent that we are aware or become aware of any relationship between ourselves and Transnet (other than any existing and appropriate business relationship with



Transnet) which could unfairly advantage our company in the forthcoming adjudication process, we shall notify Transnet immediately in writing of such circumstances.

6. We accept that any dispute pertaining to this tender will be resolved through the Ombudsman process and will be subject to the Terms of Reference of the Ombudsman. The Ombudsman process must first be exhausted before judicial review of a decision is sought. (Refer "Important Notice to respondents" below).
7. We further accept that Transnet reserves the right to reverse a tender award or decision based on the recommendations of the Ombudsman without having to follow a formal court process to have such award or decision set aside.
8. We have acquainted ourselves and agree with the content of T2.2-19 "Service Provider Integrity Pact".

For and on behalf of ..... duly authorised thereto
Name:
Signature:
Date:

#### **IMPORTANT NOTICE TO TENDERERS**

- Transnet has appointed a Procurement Ombudsman to investigate any material complaint in respect of tenders exceeding R5,000,000.00 (five million S.A. Rand) in value. Should a Tenderer have any material concern regarding an tender process which meets this value threshold, a complaint may be lodged with Transnet's Procurement Ombudsman for further investigation.
- It is incumbent on the Tenderer to familiarise himself/herself with the Terms of Reference for the Transnet Procurement Ombudsman, details of which are available for review at Transnet's website [www.transnet.net](http://www.transnet.net).
- An official complaint form may be downloaded from this website and submitted, together with any supporting documentation, within the prescribed period, to [procurement.ombud@transnet.net](mailto:procurement.ombud@transnet.net)



- For transactions below the R5,000,000.00 (five million S.A. Rand) threshold, a complaint may be lodged with the Chief Procurement Officer of the relevant Transnet Operating Division.
- All Tenderers should note that a complaint must be made in good faith. If a complaint is made in bad faith, Transnet reserves the right to place such a tenderer on its List of Excluded Bidders.



Description of the Service: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

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## T2.2-16: REQUEST FOR QUOTATION – BREACH OF LAW

NAME OF COMPANY: \_\_\_\_\_

I / We \_\_\_\_\_ do hereby certify that **I/we have/have not been** found guilty during the preceding 5 (five) years of a serious breach of law, including but not limited to a breach of the Competition Act, 89 of 1998, by a court of law, tribunal or other administrative body. The type of breach that the Tenderer is required to disclose excludes relatively minor offences or misdemeanours, e.g. traffic offences.

*Where found guilty of such a serious breach, please disclose:*

NATURE OF BREACH:

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DATE OF BREACH:

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Furthermore, I/we acknowledge that Transnet SOC Ltd reserves the right to exclude any Tenderer from the tendering process, should that person or company have been found guilty of a serious breach of law, tribunal or regulatory obligation.

Signed on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

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SIGNATURE OF TENDER



Description of the Service: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

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## **T2.2-17 Certificate of Acquaintance with Tender Documents**

NAME OF TENDERING ENTITY:

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1. By signing this certificate I/we acknowledge that I/we have made myself/ourselves thoroughly familiar with, and agree with all the conditions governing this RFP. This includes those terms and conditions of the Contract, the Supplier Integrity Pact, Non-Disclosure Agreement etc. contained in any printed form stated to form part of the documents thereof, but not limited to those listed in this clause.
2. I/we furthermore agree that Transnet SOC Ltd shall recognise no claim from me/us for relief based on an allegation that I/we overlooked any tender/contract condition or failed to take it into account for the purpose of calculating my/our offered prices or otherwise.
3. I/we understand that the accompanying Tender will be disqualified if this Certificate is found not to be true and complete in every respect.
4. For the purposes of this Certificate and the accompanying Tender, I/we understand that the word "competitor" shall include any individual or organisation, other than the Tenderer, whether or not affiliated with the Tenderer, who:
  - a) has been requested to submit a Tender in response to this Tender invitation;
  - b) could potentially submit a Tender in response to this Tender invitation, based on their qualifications, abilities or experience; and
  - c) provides the same Services as the Tenderer and/or is in the same line of business as the Tenderer
5. The Tenderer has arrived at the accompanying Tender independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium will not be construed as collusive Tendering.
6. In particular, without limiting the generality of paragraph 5 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - a) prices;

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- b) geographical area where Services will be rendered [market allocation]
- c) methods, factors or formulas used to calculate prices;
- d) the intention or decision to submit or not to submit, a Tender;
- e) the submission of a tender which does not meet the specifications and conditions of the tender; or
- f) Tendering with the intention not winning the tender.

7. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the Services to which this tender relates.

8. The terms of the accompanying tender have not been, and will not be, disclosed by the Tenderer, directly or indirectly, to any competitor, prior to the date and time of the official tender opening or of the awarding of the contract.

9. I/We am/are aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to tenders and contracts, tenders that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and/or may be reported to the National Prosecuting Authority [NPA] for criminal investigation. In addition, Tenderers that submit suspicious tenders may be restricted from conducting business with the public sector for a period not exceeding 10 [ten] years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

Signed on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

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SIGNATURE OF TENDERER

Description of Service: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

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## **T2.2-18 Service Provider Integrity Pact**

**Important Note: All potential tenderers must read this document and certify in the RFQ Declaration Form that that have acquainted themselves with, and agree with the content.**

**The contract with the successful tenderer will automatically incorporate this Integrity Pact and shall be deemed as part of the final concluded contract.**

### **INTEGRITY PACT**

Between

#### **TRANSNET SOC LTD**

Registration Number: 1990/000900/30

("Transnet")

and

The Contractor (hereinafter referred to as the "Tenderer/Service Providers/Contractor")

### **PREAMBLE**

Transnet values full compliance with all relevant laws and regulations, ethical standards and the principles of economical use of resources, fairness and transparency in its relations with its Tenderers/Service Providers/Contractors.

In order to achieve these goals, Transnet and the Tenderer/Service Provider/Contractor hereby enter into this agreement hereinafter referred to as the "Integrity Pact" which will form part of the Tenderer's/Service Provider's/Contractor's application for registration with Transnet as a vendor.

The general purpose of this Integrity Pact is to agree on avoiding all forms of dishonesty, fraud and corruption by following a system that is fair, transparent and free from any undue influence prior to, during and subsequent to the currency of any procurement and/or reverse logistics event and any further contract to be entered into between the Parties, relating to such event.

All Tenderers/Service Providers/Contractor's will be required to sign and comply with undertakings contained in this Integrity Pact, should they want to be registered as a Transnet vendor.



Description of the Service: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

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## 1 OBJECTIVES

- 1.1 Transnet and the Tenderer/Service Provider/Contractor agree to enter into this Integrity Pact, to avoid all forms of dishonesty, fraud and corruption including practices that are anti-competitive in nature, negotiations made in bad faith and under-pricing by following a system that is fair, transparent and free from any influence/unprejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:
  - a) Enable Transnet to obtain the desired contract at a reasonable and competitive price in conformity to the defined specifications of the works, goods and services; and
  - b) Enable Tenderers/Service Providers/Contractors to abstain from bribing or participating in any corrupt practice in order to secure the contract.

## 2 COMMITMENTS OF TRANSNET

Transnet commits to take all measures necessary to prevent dishonesty, fraud and corruption and to observe the following principles:

- 2.1 Transnet hereby undertakes that no employee of Transnet connected directly or indirectly with the sourcing event and ensuing contract, will demand, take a promise for or accept directly or through intermediaries any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the Tenderer, either for themselves or for any person, organisation or third party related to the contract in exchange for an advantage in the tendering process, Tender evaluation, contracting or implementation process related to any contract.
- 2.2 Transnet will, during the registration and tendering process treat all Tenderers/ Service Providers/Contractor with equity, transparency and fairness. Transnet will in particular, before and during the registration process, provide to all Tenderers/ Service Providers/Contractors the same information and will not provide to any Tenderers/Service Providers/Contractors confidential/additional information through which the Tenderers/Service Providers/Contractors could obtain an advantage in relation to any tendering process.
- 2.3 Transnet further confirms that its employees will not favour any prospective Tenderers/Service Providers/Contractors in any form that could afford an undue advantage to a particular Tenderer during the tendering stage, and will further treat all Tenderers/Service Providers/Contractors participating in the tendering process in a fair manner.



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2.4 Transnet will exclude from the tender process such employees who have any personal interest in the Tenderers/Service Providers/Contractors participating in the tendering process.

### **3 OBLIGATIONS OF THE TENDERER / SERVICE PROVIDER**

3.1 Transnet has a '**Zero Gifts**' Policy. No employee is allowed to accept gifts, favours or benefits.

- a) Transnet officials and employees **shall not** solicit, give or accept, or from agreeing to solicit, give, accept or receive directly or indirectly, any gift, gratuity, favour, entertainment, loan, or anything of monetary value, from any person or juridical entities in the course of official duties or in connection with any operation being managed by, or any transaction which may be affected by the functions of their office.
- b) Transnet officials and employees **shall not** solicit or accept gifts of any kind, from vendors, suppliers, customers, potential employees, potential vendors, and suppliers, or any other individual or organisation irrespective of the value.
- c) Under **no circumstances** should gifts, business courtesies or hospitality packages be accepted from or given to prospective suppliers participating in a tender process at the respective employee's Operating Division, regardless of retail value.
- d) Gratuities, bribes or kickbacks of any kind must never be solicited, accepted or offered, either directly or indirectly. This includes money, loans, equity, special privileges, personal favours, benefit or services. Such favours will be considered to constitute corruption.

3.2 The Tenderer/Service Provider/Contractor commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its Tender or during any ensuing contract stage in order to secure the contract or in furtherance to secure it and in particular the Tenderer/Service Provider/Contractor commits to the following:

- a) The Tenderer/Service Provider/Contractor will not, directly or through any other person or firm, offer, promise or give to Transnet or to any of Transnet's employees involved in the tendering process or to any third person any material or other benefit or payment, in order to obtain in exchange an advantage during the tendering process; and
- b) The Tenderer/Service Provider/Contractor will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any employee of Transnet, connected directly or indirectly with the tendering process, or to any person, organisation or third party



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related to the contract in exchange for any advantage in the tendering, evaluation, contracting and implementation of the contract.

- 3.3 The Tenderer/Service Provider/Contractor will not collude with other parties interested in the contract to preclude a competitive Tender price, impair the transparency, fairness and progress of the tendering process, Tender evaluation, contracting and implementation of the contract. The Tenderer / Service Provider further commits itself to delivering against all agreed upon conditions as stipulated within the contract.
- 3.4 The Tenderer/Service Provider/Contractor will not enter into any illegal or dishonest agreement or understanding, whether formal or informal with other Tenderers/Service Providers/Contractors. This applies in particular to certifications, submissions or non-submission of documents or actions that are restrictive or to introduce cartels into the tendering process.
- 3.5 The Tenderer/Service Provider/Contractor will not commit any criminal offence under the relevant anti-corruption laws of South Africa or any other country. Furthermore, the Tenderer/Service Provider/Contractor will not use for illegitimate purposes or for restrictive purposes or personal gain, or pass on to others, any information provided by Transnet as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
- 3.6 A Tenderer/Service Provider/Contractor of foreign origin shall disclose the name and address of its agents or representatives in South Africa, if any, involved directly or indirectly in the registration or tendering process. Similarly, the Tenderer / Service Provider / Contractor of South African nationality shall furnish the name and address of the foreign principals, if any, involved directly or indirectly in the registration or tendering process.
- 3.7 The Tenderer/Service Provider/Contractor will not misrepresent facts or furnish false or forged documents or information in order to influence the tendering process to the advantage of the Tenderer/Service Provider/Contractor or detriment of Transnet or other competitors.
- 3.8 Transnet may require the Tenderer/Service Provider/Contractor to furnish Transnet with a copy of its code of conduct. Such code of conduct must address the compliance programme for the implementation of the code of conduct and reject the use of bribes and other dishonest and unethical conduct.
- 3.9 The Tenderer/Service Provider/Contractor will not instigate third persons to commit offences outlined above or be an accessory to such offences.



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3.10 The Tenderer/Service Provider/Contractor confirms that they will uphold the ten principles of the United Nations Global Compact (UNGC) in the fields of Human Rights, Labour, Anti-Corruption and the Environment when undertaking business with Transnet as follows:

a) Human Rights

- Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights; and
- Principle 2: make sure that they are not complicit in human rights abuses.

b) Labour

- Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;
- Principle 4: the elimination of all forms of forced and compulsory labour;
- Principle 5: the effective abolition of child labour; and
- Principle 6: the elimination of discrimination in respect of employment and occupation.

c) Environment

- Principle 7: Businesses should support a precautionary approach to environmental challenges;
- Principle 8: undertake initiatives to promote greater environmental responsibility; and
- Principle 9: encourage the development and diffusion of environmentally friendly technologies.

d) Anti-Corruption

- Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.

## 4 INDEPENDENT TENDERING

4.1 For the purposes of that Certificate in relation to any submitted Tender, the Tenderer declares to fully understand that the word "competitor" shall include any individual or organisation, other than the Tenderer, whether or not affiliated with the Tenderer, who:



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- a) has been requested to submit a Tender in response to this Tender invitation;
- b) could potentially submit a Tender in response to this Tender invitation, based on their qualifications, abilities or experience; and
- c) provides the same Goods and Services as the Tenderer and/or is in the same line of business as the Tenderer.

4.2 The Tenderer has arrived at his submitted Tender independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium will not be construed as collusive tendering.

4.3 In particular, without limiting the generality of paragraph 5 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:

- a) prices;
- b) geographical area where Goods or Services will be rendered [market allocation];
- c) methods, factors or formulas used to calculate prices;
- d) the intention or decision to submit or not to submit, a Tender;
- e) the submission of a Tender which does not meet the specifications and conditions of the RFP; or
- f) tendering with the intention of not winning the Tender.

4.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the Goods or Services to which his/her tender relates.

4.5 The terms of the Tender as submitted have not been, and will not be, disclosed by the Tenderer, directly or indirectly, to any competitor, prior to the date and time of the official Tender opening or of the awarding of the contract.

4.6 Tenderers are aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to Tenders and contracts, Tenders that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and/or may be reported to the National Prosecuting Authority [**NPA**] for criminal investigation and/or may be restricted from conducting business with the public sector for a period not exceeding 10 [ten] years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.



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4.7 Should the Tenderer find any terms or conditions stipulated in any of the relevant documents quoted in the Tender unacceptable, it should indicate which conditions are unacceptable and offer alternatives by written submission on its company letterhead, attached to its submitted Tender. Any such submission shall be subject to review by Transnet's Legal Counsel who shall determine whether the proposed alternative(s) are acceptable or otherwise, as the case may be.

## 5 DISQUALIFICATION FROM TENDERING PROCESS

5.1 If the Tenderer/Service Provider/Contractor has committed a transgression through a violation of section 3 of this Integrity Pact or in any other form such as to put its reliability or credibility as a Tenderer/Service Provider/Contractor into question, Transnet may reject the Tenderer's / Service Provider's / Contractor's application from the registration or tendering process and remove the Tenderer/Service Provider/Contractor from its database, if already registered.

5.2 If the Tenderer/Service Provider/Contractor has committed a transgression through a violation of section 3, or any material violation, such as to put its reliability or credibility into question. Transnet may after following due procedures and at its own discretion also exclude the Tenderer/Service Provider /Contractor from future tendering processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, which will include amongst others the number of transgressions, the position of the transgressors within the company hierarchy of the Tenderer/Service Provider/Contractor and the amount of the damage. The exclusion will be imposed for up to a maximum of 10 (ten) years. However, Transnet reserves the right to impose a longer period of exclusion, depending on the gravity of the misconduct.

5.3 If the Tenderer/Service Provider/Contractor can prove that it has restored the damage caused by it and has installed a suitable corruption prevention system, or taken other remedial measures as the circumstances of the case may require, Transnet may at its own discretion revoke the exclusion or suspend the imposed penalty.

## 6 TRANSNET'S LIST OF EXCLUDED TENDERERS (BLACKLIST)

6.1 The process of restriction is used to exclude a company/person from conducting future business with Transnet and other organs of state for a specified period. No Tender shall be awarded to a Tenderer whose name (or any of its members, directors, partners or trustees) appear on the Register of Tender Defaulters kept by National Treasury, or who have been placed on National Treasury's List of



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**Restricted Suppliers.** Transnet reserves the right to withdraw an award, or cancel a contract concluded with a Tenderer should it be established, at any time, that a tenderer has been restricted with National Treasury by another government institution.

- 6.2 All the stipulations on Transnet's restriction process as laid down in Transnet's Supply Chain Policy and Procurement Procedures Manual (CPM included) are included herein by way of reference. Below follows a condensed summary of this restriction procedure.
- 6.3 On completion of the restriction procedure, Transnet will submit the restricted entity's details (including the identity number of the individuals and registration number of the entity) to National Treasury for placement on National Treasury's Database of Restricted Suppliers for the specified period of exclusion. National Treasury will make the final decision on whether to restrict an entity from doing business with any organ of state for a period not exceeding 10 years and place the entity concerned on the Database of Restricted Suppliers published on its official website.
- 6.4 The decision to restrict is based on one of the grounds for restriction. The standard of proof to commence the restriction process is whether a "*prima facie*" (i.e. on the face of it) case has been established.
- 6.5 Depending on the seriousness of the misconduct and the strategic importance of the Goods/Services, in addition to restricting a company/person from future business, Transnet may decide to terminate some or all existing contracts with the company/person as well.
- 6.6 A Service Provider or Contractor to Transnet may not subcontract any portion of the contract to a blacklisted company.
- 6.7 Grounds for blacklisting include: If any person/Enterprise which has submitted a Tender, concluded a contract, or, in the capacity of agent or subcontractor, has been associated with such Tender or contract:
  - a) Has, in bad faith, withdrawn such Tender after the advertised closing date and time for the receipt of Tenders;
  - b) has, after being notified of the acceptance of his Tender, failed or refused to sign a contract when called upon to do so in terms of any condition forming part of the Tender documents;
  - c) has carried out any contract resulting from such Tender in an unsatisfactory manner or has breached any condition of the contract;



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- d) has offered, promised or given a bribe in relation to the obtaining or execution of the contract;
- e) has acted in a fraudulent or improper manner or in bad faith towards Transnet or any Government Department or towards any public body, Enterprise or person;
- f) has made any incorrect statement in a certificate or other communication with regard to the Local Content of his Goods or his B-BBEE status and is unable to prove to the satisfaction of Transnet that:
  - (i) he made the statement in good faith honestly believing it to be correct; and
  - (ii) before making such statement he took all reasonable steps to satisfy himself of its correctness;
- g) caused Transnet damage, or to incur costs in order to meet the contractor's requirements and which could not be recovered from the contractor;
- h) has litigated against Transnet in bad faith.

6.8 Grounds for blacklisting include a company/person recorded as being a company or person prohibited from doing business with the public sector on National Treasury's database of Restricted Service Providers or Register of Tender Defaulters.

6.9 Companies associated with the person/s guilty of misconduct (i.e. entities owned, controlled or managed by such persons), any companies subsequently formed by the person(s) guilty of the misconduct and/or an existing company where such person(s) acquires a controlling stake may be considered for blacklisting. The decision to extend the blacklist to associated companies will be at the sole discretion of Transnet.

## 7 PREVIOUS TRANSGRESSIONS

7.1 The Tenderer/Service Provider/Contractor hereby declares that no previous transgressions resulting in a serious breach of any law, including but not limited to, corruption, fraud, theft, extortion and contraventions of the Competition Act 89 of 1998, which occurred in the last 5 (five) years with any other public sector undertaking, government department or private sector company that could justify its exclusion from its registration on the Tenderer's/Service Provider's/Contractor's database or any tendering process.



Description of the Service: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

7.2 If it is found to be that the Tenderer/Service Provider/Contractor made an incorrect statement on this subject, the Tenderer/Service Provider/Contractor can be rejected from the registration process or removed from the Tenderer/Service Provider/Contractor database, if already registered, for such reason (refer to the Breach of Law Returnable Form contained in the document.)

## 8 SANCTIONS FOR VIOLATIONS

8.1 Transnet shall also take all or any one of the following actions, wherever required to:

- a) Immediately exclude the Tenderer/Service Provider/Contractor from the tendering process or call off the pre-contract negotiations without giving any compensation to the Tenderer/Service Provider/Contractor. However, the proceedings with the other Tenderer/ Service Provider/Contractor may continue;
- b) Immediately cancel the contract, if already awarded or signed, without giving any compensation to the Tenderer/Service Provider/Contractor;
- c) Recover all sums already paid by Transnet;
- d) Encash the advance bank guarantee and performance bond or warranty bond, if furnished by the Tenderer/Service Provider/Contractor, in order to recover the payments, already made by Transnet, along with interest;
- e) Cancel all or any other contracts with the Tenderer/Service Provider/Contractor; and
- f) Exclude the Tenderer/ Service Provider/Contractor from entering into any Tender with Transnet in future.

## 9 CONFLICTS OF INTEREST

9.1 A conflict of interest includes, *inter alia*, a situation in which:

- a) A Transnet employee has a personal financial interest in a tendering / supplying entity; and
- b) A Transnet employee has private interests or personal considerations or has an affiliation or a relationship which affects, or may affect, or may be perceived to affect his / her judgment in action in the best interest of Transnet, or could affect the employee's motivations for acting in a particular manner, or which could result in, or be perceived as favouritism or nepotism.

9.2 A Transnet employee uses his / her position, or privileges or information obtained while acting in the capacity as an employee for:

- a) Private gain or advancement; or
- b) The expectation of private gain, or advancement, or any other advantage accruing to the employee must be declared in a prescribed form.

Thus, conflicts of interest of any Tender committee member or any person involved in the sourcing process must be declared in a prescribed form.



Description of the Service: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

- 9.3 If a Tenderer/Service Provider/Contractor has or becomes aware of a conflict of interest i.e. a family, business and / or social relationship between its owner(s)/ member(s)/director(s)/partner(s)/shareholder(s) and a Transnet employee/ member of Transnet's Board of Directors in respect of a Tender which will be considered for the Tender process, the Tenderer/Service Provider/ Contractor:
  - a) must disclose the interest and its general nature, in the Request for Proposal ("RFX") declaration form; or
  - b) must notify Transnet immediately in writing once the circumstances has arisen.
- 9.4 The Tenderer/Service Provider/Contractor shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any committee member or any person involved in the sourcing process, where this is done, Transnet shall be entitled forthwith to rescind the contract and all other contracts with the Tenderer/Service Provider/Contractor.

## 10 DISPUTE RESOLUTION

- 10.1 Transnet recognises that trust and good faith are pivotal to its relationship with its Tenderer / Service Provider / Contractor. When a dispute arises between Transnet and its Tenderer / Service Provider / Contractor, the parties should use their best endeavours to resolve the dispute in an amicable manner, whenever possible. Litigation in bad faith negates the principles of trust and good faith on which commercial relationships are based. Accordingly, following a blacklisting process as mentioned in paragraph 6 above, Transnet will not do business with a company that litigates against it in bad faith or is involved in any action that reflects bad faith on its part. Litigation in bad faith includes, but is not limited to the following instances:
  - a) **Vexatious proceedings:** these are frivolous proceedings which have been instituted without proper grounds;
  - b) **Perjury:** where a Tenderer / Service Provider / Contractor make a false statement either in giving evidence or on an affidavit;
  - c) **Scurrilous allegations:** where a Tenderer / Service Provider / Contractor makes allegations regarding a senior Transnet employee which are without proper foundation, scandalous, abusive or defamatory; and
  - d) **Abuse of court process:** when a Tenderer / Service Provider / Contractor abuses the court process in order to gain a competitive advantage during a Tender process.

## 11 GENERAL

- 11.1 This Integrity Pact is governed by and interpreted in accordance with the laws of the Republic of South Africa.



Description of the Service: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.

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- 11.2 The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the law relating to any civil or criminal proceedings.
- 11.3 The validity of this Integrity Pact shall cover all the tendering processes and will be valid for an indefinite period unless cancelled by either Party.
- 11.4 Should one or several provisions of this Integrity Pact turn out to be invalid the remainder of this Integrity Pact remains valid.
- 11.5 Should a Tenderer/Service Provider/Contractor be confronted with dishonest, fraudulent or corruptive behaviour of one or more Transnet employees, Transnet expects its Tenderer/Service Provider/Contractor to report this behaviour directly to a senior Transnet official/employee or alternatively by using Transnet's "Tip-Off Anonymous" hotline number 0800 003 056, whereby your confidentiality is guaranteed.

The Parties hereby declare that each of them has read and understood the clauses of this Integrity Pact and shall abide by it. To the best of the Parties' knowledge and belief, the information provided in this Integrity Pact is true and correct.

---

I ..... duly authorised by the tendering entity, hereby certify that the tendering entity are **fully acquainted** with the contents of the Integrity Pact and further **agree to abide by it** in full.

Signature .....

Date .....

## T2.2-19: Supplier Code of Conduct

Transnet SOC Limited aims to achieve the best value for money when buying or selling goods and obtaining services. This however must be done in an open and fair manner that supports and drives a competitive economy. Underpinning our process are several acts and policies that any supplier dealing with Transnet must understand and support. These are:

- The Transnet Procurement Policy – A guide for Tenderers.
- Section 217 of the Constitution - the five pillars of Public PSCM (Procurement and Supply Chain Management): fair, equitable, transparent, competitive and cost effective;
- The Public Finance Management Act (PFMA);
- The Broad Based Black Economic Empowerment Act (BBBEE)
- The Prevention and Combating of Corrupt Activities Act (PRECCA); and
- The Construction Industry Development Board Act (CIDB Act).

This code of conduct has been included in this contract to formally appraise Transnet Suppliers of Transnet's expectations regarding behaviour and conduct of its Suppliers.

### ***Prohibition of Bribes, Kickbacks, Unlawful Payments, and Other Corrupt Practices***

Transnet is in the process of transforming itself into a self-sustaining State Owned Enterprise, actively competing in the logistics industry. Our aim is to become a world class, profitable, logistics organisation. As such, our transformation is focused on adopting a performance culture and to adopt behaviours that will enable this transformation.

#### ***1. Transnet SOC Limited will not participate in corrupt practices. Therefore, it expects its suppliers to act in a similar manner.***

- Transnet and its employees will follow the laws of this country and keep accurate business records that reflect actual transactions with, and payments to, our suppliers.
- Employees must not accept or request money or anything of value, directly or indirectly, from suppliers.
- Employees may not receive anything that is calculated to:
  - Illegally influence their judgement or conduct or to ensure the desired outcome of a sourcing activity;



- Win or retain business or to influence any act or decision of any person involved in sourcing decisions; or
- Gain an improper advantage.
- There may be times when a supplier is confronted with fraudulent or corrupt behaviour of Transnet employees. We expect our Suppliers to use our "Tip-offs Anonymous" Hot line to report these acts. (0800 003 056).

**2. *Transnet SOC Limited is firmly committed to the ideas of free and competitive enterprise.***

- Suppliers are expected to comply with all applicable laws and regulations regarding fair competition and antitrust practices.
- Transnet does not engage with non-value adding agents or representatives solely for the purpose of increasing BBBEE spend (fronting).

**3. *Transnet's relationship with suppliers requires us to clearly define requirements, to exchange information and share mutual benefits.***

- Generally, suppliers have their own business standards and regulations. Although Transnet cannot control the actions of our suppliers, we will not tolerate any illegal activities. These include, but are not limited to:
  - Misrepresentation of their product (origin of manufacture, specifications, intellectual property rights, etc);
  - Collusion;
  - Failure to disclose accurate information required during the sourcing activity (ownership, financial situation, BBBEE status, etc.);
  - Corrupt activities listed above; and
  - Harassment, intimidation or other aggressive actions towards Transnet employees.
- Suppliers must be evaluated and approved before any materials, components, products or services are purchased from them. Rigorous due diligence is conducted and the supplier is expected to participate in an honest and straight forward manner.
- Suppliers must record and report facts accurately, honestly and objectively. Financial records must be accurate in all material respects.



### ***Conflicts of Interest***

A conflict of interest arises when personal interests or activities influence (or appear to influence) the ability to act in the best interests of Transnet SOC Limited.

- Doing business with family members.
- Having a financial interest in another company in our industry

Where possible, contracts will be negotiated to include the above in the terms of such contracts. To the extent such terms are not included in contractual obligations and any of the above code is breached, then Transnet reserves its right to review doing business with these suppliers.

I, \_\_\_\_\_ of \_\_\_\_\_

*(insert name of Director or as per  
Authority Resolution from Board of  
Directors)*

*(insert name of Company)*

hereby acknowledge having read, understood and agree to the terms and conditions set out in the "Transnet Supplier Code of Conduct."

Signed this \_\_\_\_\_ on \_\_\_\_\_ day \_\_\_\_\_ at \_\_\_\_\_

\_\_\_\_\_  
Signature

## T2.2-20: Insurance provided by the *Contractor*

Clause 84.1 in NEC3 Engineering & Construction Contract (June 2005)(amended June 2006 and April 2013) requires that the *Contractor* provides the insurance stated in the insurance table except any insurance which the *Employer* is to provide as stated in the Contract Data.

Please provide the following details for insurance which the *Contractor* is still to provide. Notwithstanding this information all costs related to insurance are deemed included in the tenderer's rates and prices.

<b>Insurance against (See clause 84.2 of the ECC)</b>	<b>Name of Insurance Company</b>	<b>Cover</b>	<b>Premium</b>
Liability for death of or bodily injury to employees of the <i>Contractor</i> arising out of and in the course of their employment in connection with this contract			
Motor Vehicle Liability Insurance comprising (as a minimum) "Balance of Third Party" Risks including Passenger and Unauthorised Passenger Liability indemnity with a minimum indemnity limit of R5 000 000.			
Insurance in respect of loss of or damage to own property and equipment.			
(Other)			

## C1.1: Form of Offer & Acceptance

### Offer

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract for the procurement of:

**Title of the Contract: Wentworth Diesel Storage Tank Cleaning And Diesel Dispenser Replacement.**

The tenderer, identified in the Offer signature block, has

either	examined the documents listed in the Tender Data and addenda thereto as listed in the Returnable Schedules, and by submitting this Offer has accepted the Conditions of Tender.
or	examined the draft contract as listed in the Acceptance section and agreed to provide this Offer.

By the representative of the tenderer, deemed to be duly authorised, signing this part of this Form of Offer and Acceptance the tenderer offers to perform all of the obligations and liabilities of the *Contractor* under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the *conditions of contract* identified in the Contract Data.

The offered total of the Prices exclusive of VAT is	<b>R</b>
Value Added Tax @ 15% is	<b>R</b>
The offered total of the Prices inclusive of VAT is	<b>R</b>
(in words)	

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document including the Schedule of Deviations (if any) to the tenderer before the end of the period of validity stated in the Tender Data, or other period as agreed, whereupon the tenderer becomes the party named as the *Contractor* in the *conditions of contract* identified in the Contract Data.

Signature(s)

Name(s)

Capacity

**For the tenderer:**

*(Insert name and address of organisation)*

Name & signature of witness

Date

Tenderer's CIDB registration number:



## Acceptance

By signing this part of this Form of Offer and Acceptance, the *Employer* identified below accepts the tenderer's Offer. In consideration thereof, the *Employer* shall pay the *Contractor* the amount due in accordance with the *conditions of contract* identified in the Contract Data. Acceptance of the tenderer's Offer shall form an agreement between the *Employer* and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

- Part C1 Agreements and Contract Data, (which includes this Form of Offer and Acceptance)
- Part C2 Pricing Data
- Part C3 Scope of Work: Service Information
- Part C4 Affected Property

and drawings and documents (or parts thereof), which may be incorporated by reference into the above listed Parts.

Deviations from and amendments to the documents listed in the Tender Data and any addenda thereto listed in the Returnable Schedules as well as any changes to the terms of the Offer agreed by the tenderer and the Employer during this process of offer and acceptance, are contained in the Schedule of Deviations attached to and forming part of this Form of Offer and Acceptance. No amendments to or deviations from said documents are valid unless contained in this Schedule.

The tenderer shall within two weeks of receiving a completed copy of this agreement, including the Schedule of Deviations (if any), contact the Employer's agent (whose details are given in the Contract Data) to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the *conditions of contract* identified in the Contract Data at, or just after, the date this agreement comes into effect. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed original copy of this document, including the Schedule of Deviations (if any).

Unless the tenderer (now *Contractor*) within five working days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the Parties.

Signature(s)

Name(s) Russell Molokoane

Capacity Head of Supply Chain

**for the Employer** Transnet SOC Ltd

151 South Coast Road  
Loliwe House  
Bayhead, Durban  
4001

*(Insert name and address of organisation)*

Name & signature of witness

Date

## Schedule of Deviations

Note:

1. To be completed by the Employer prior to award of contract. This part of the Offer & Acceptance would not be required if the contract has been developed by negotiation between the Parties and is not the result of a process of competitive tendering.
2. The extent of deviations from the tender documents issued by the Employer prior to the tender closing date is limited to those permitted in terms of the Conditions of Tender.
3. A tenderer's covering letter must not be included in the final contract document. Should any matter in such letter, which constitutes a deviation as aforesaid be the subject of agreement reached during the process of Offer and Acceptance, the outcome of such agreement shall be recorded here and the final draft of the contract documents shall be revised to incorporate the effect of it.

No.	Subject	Details
1		
2		
3		
4		
5		

By the duly authorised representatives signing this Schedule of Deviations below, the Employer and the tenderer agree to and accept this Schedule of Deviations as the only deviations from and amendments to the documents listed in the Tender Data and any addenda thereto listed in the Tender Schedules, as well as any confirmation, clarification or changes to the terms of the Offer agreed by the tenderer and the Employer during this process of Offer and Acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the tenderer of a completed signed copy of this Form shall have any meaning or effect in the contract between the parties arising from this Agreement.

### For the tenderer:

Signature \_\_\_\_\_

Name \_\_\_\_\_

Capacity \_\_\_\_\_

On behalf of *(Insert name and address of organisation)* \_\_\_\_\_

Name & signature of witness \_\_\_\_\_

Date \_\_\_\_\_

### For the Employer

Russell Molokoane \_\_\_\_\_

Head of Supply Chain \_\_\_\_\_

Transnet SOC Ltd \_\_\_\_\_



## C1.2 Contract Data

### Part one - Data provided by the *Employer*

Clause	Statement	Data
<b>1</b>	<b>General</b>	
	The <i>conditions of contract</i> are the core clauses and the clauses for main Option:  dispute resolution Option and secondary Options	<b>A:</b> <b>Priced contract with price list</b> <b>W1:</b> <b>Dispute resolution procedure</b>  <b>X2:</b> <b>Changes in the law</b> <b>X17:</b> <b>Low service damages</b> <b>X18:</b> <b>Limitation of liability</b> <b>Z:</b> <b>Additional conditions of contract</b>
	of the NEC3 Term Service Contract (June 2005) (and amended June 2006 and April 2013)	
10.1	The <i>Employer</i> is:  Address	<b>Transnet SOC Ltd</b>  Registered address: <b>Transnet Corporate Centre</b> <b>138 Eloff Street</b> <b>Braamfontein</b> <b>Johannesburg</b> <b>2000</b>
	Having elected its Contractual Address for the purposes of this contract as:	<b>Transnet Freight Rail</b> <b>151 South Coast Road</b> <b>Loliwe House</b> <b>Bayhead</b> <b>4001</b>
	Tel No.	<b>031 361 4986</b>
10.1	The <i>Service Manager</i> is (name):	<b>Siyanda Ngidi</b>



Address

**Bayhead Terminal**  
**151 South Coast Road**  
**Loliwe House, Bayhead**  
**Durban**  
**4001**

Tel

**066 328 1007**

e-mail

[\*\*Siyanda.Ngidi@transnet.net\*\*](mailto:Siyanda.Ngidi@transnet.net)

11.2(2)	The Affected Property is	<b>Wentworth Diesel Depot- Corner Of Dr Solomon Mahlangu Drive &amp; Bluff Road</b>
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11.2(13)	The <i>service</i> is	<b>Diesel Storage Tank Repair</b>
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11.2(14)	The following matters will be included in the Risk Register	<b>1. Working in confined spaces</b> <b>2. Inhalation of paint fumes.</b> <b>3. Draining of contaminated diesel</b> <b>4. Oil spillages</b> <b>5. Material lying around on the floor</b>
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11.2(15)	The Service Information is in	<b>The Service Information</b>
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12.2	The <i>law of the contract</i> is the law of	<b>the Republic of South Africa subject to the jurisdiction of the Courts of South Africa.</b>
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13.1	The <i>language of this contract</i> is	<b>English</b>
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13.3	The <i>period for reply</i> is	<b>1 week</b>
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<b>2</b>	<b>The Contractor's main responsibilities</b>	<b>No additional data is required for this section of the <i>conditions of contract</i>.</b>
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21.1	The <i>Contractor</i> submits a first plan for acceptance within	<b>1 week of the Contract Date</b>
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<b>3</b>	<b>Time</b>
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30.1	The <i>starting date</i> is.	<b>08 March 2024</b>
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30.1	The <i>service period</i> is	<b>Two (2) Months</b>
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<b>4</b>	<b>Testing and defects</b>	<b>No additional data is required for this section of the <i>conditions of contract</i>.</b>
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<b>5</b>	<b>Payment</b>
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50.1	The <i>assessment interval</i> is	<b>25<sup>th</sup> (twenty fifth) day of each successive month.</b>
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51.1	The <i>currency of this contract</i> is the	<b>South African Rand.</b>
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51.2	The period within which payments are made is	<b>Payment will be effected on or before the last day of the month following the month during which a valid Tax Invoice and Statement were received.</b>
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Transnet Freight Rail

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51.4	The <i>interest rate</i> is	<b>The prime lending rate of the Standard Bank South Africa.</b>
<b>6</b>	<b>Compensation events</b>	<b>No additional data is required for this section of the <i>conditions of contract</i>.</b>
<b>7</b>	<b>Use of Equipment Plant and Materials</b>	<b>No additional data is required for this section of the <i>conditions of contract</i>.</b>
<b>8</b>	<b>Risks and insurance</b>	
80.1	These are additional <i>Employer's</i> risks	<b>None</b>
83.1	The minimum limit of indemnity for insurance in respect of loss and damage to property (except goods, plant and materials and equipment) and liability for bodily injury or death of a person (not an employee of the <i>Contractor</i> ) caused by activity in connection with this contract for any one event is:	<b>Whatever <i>Contractor</i> deems necessary as the <i>Employer</i> is not carrying this indemnity.</b>
83.1	The minimum limit of indemnity for insurance in respect of death of or bodily injury to employees of the <i>Contractor</i> arising out of and in the course of their employment in connection with this contract for any one event is:	<b>As prescribed by the Compensation for Occupational Injuries and Diseases Act No. 130 of 1993 and the <i>Contractor's</i> common law liability for people falling outside the scope of the Act.</b>
83.1	Motor Vehicle Liability Insurance comprising (as a minimum) "Balance of Third Party" Risks including Passenger and Unauthorised Passenger Liability indemnity with a minimum indemnity limit of R 5 000 000	
83.1	The <i>Contractor</i> liability to the <i>Employer</i> for indirect or consequential loss including loss of profit, revenue and goodwill, is limited to:	<b>The Total of the Prices.</b>
83.1	For any one event, the <i>Contractor</i> liability to the <i>Employer</i> for loss of or damage to the <i>Employer's</i> property is limited to:	<b>The Total of the Prices.</b>
83.1	The <i>Contractor</i> total liability to the <i>Employer</i> for all matters arising under or in connection with this contract, other than the excluded matters, is limited to:	<b>The Total of the Prices.</b>
<b>9</b>	<b>Termination</b>	<b>There is no Contract Data required for this section of the <i>conditions of contract</i>.</b>
<b>10</b>	<b>Data for main Option clause</b>	
<b>A</b>	<b>Priced contract with price list</b>	



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20.5 The *Contractor* prepares forecasts of the final total of the Prices for the whole of the *service* at intervals no longer than

**1 week.**

## **11 Data for Option W1**

W1.1	The <i>Adjudicator</i> is (Name)	<b>Both parties will agree as and when a dispute arises. If the parties cannot reach an agreement on the <i>Adjudicator</i>, the chairman of the Association of Arbitrators will appoint an <i>Adjudicator</i>.</b>
W1.2(3)	The <i>Adjudicator nominating body</i> is:	<b>The Association of Arbitrators (Southern Africa)</b>
	If no <i>Adjudicator nominating body</i> is entered, it is	<b>N/A</b>
W1.4(2)	The <i>tribunal</i> is:	<b>Arbitration</b>
W1.4(5)	The <i>arbitration procedure</i> is	<b>The Rules for the Conduct of Arbitrations of the Association of Arbitrators (Southern Africa)</b>
	The place where arbitration is to be held is	<b>Durban, South Africa</b>
	The person or organisation who will choose an arbitrator	
	- if the Parties cannot agree a choice or - if the arbitration procedure does not state who selects an arbitrator, is	<b>The Chairman of the Association of Arbitrators (Southern Africa)</b>

## **12 Data for secondary Option clauses**

<b>X2</b>	<b>Changes in the law</b>	<b>No additional data is required for this Option</b>
<b>X17</b>	<b>Low service damages</b>	<b>R 2 500.00</b>
X17.1	The <i>service level table</i> is in	<b>Annexure A: X17 Page (2) Contract Data Part 2</b>
<b>X18</b>	<b>Limitation of liability</b>	
X18.1	The <i>Contractor's</i> liability to the <i>Employer</i> for indirect or consequential loss is limited to	<b>Nil.</b>
X18.2	For any one event, the <i>Contractor's</i> liability to the <i>Employer</i> for loss of or damage to the <i>Employer's</i> property is limited to	<b>The deductible of the relevant insurance policy</b>
X18.3	The <i>Contractor's</i> liability for Defects due to his design of an item of Equipment is limited to	<b>The cost of correcting the defect.</b>



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X18.4	The <i>Contractor's</i> total liability to the <i>Employer</i> , for all matters arising under or in connection with this contract, other than the excluded matters, is limited to	<b>Total of the Prices.</b>
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X18.5	The <i>end of liability date</i> is	<b>1 year after the end of the <i>service period</i>.</b>
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<b>Z</b>	<b>Additional conditions of contract</b>
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<b>Z1</b>	<b>Obligations in respect of Termination</b>
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Z1.1	<p>The following will be included under core clause 91.1:</p> <p>In the second main bullet, after the word 'partnership' add 'joint venture whether incorporated or otherwise (including any constituent of the joint venture)'; and</p> <p>Under the second main bullet, insert the following additional bullets after the last sub-bullet:</p> <ul style="list-style-type: none"> <li>• commenced business rescue proceedings (R22)</li> <li>• repudiated this Contract (R23)</li> </ul>
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Z1.2	Termination Table	<p>The following will be included under core clause 90.2 Termination Table as follows:</p> <p>Amend "A reason other than R1 – R21" to "A reason other than R1 – R23"</p>
Z1.3		<p>Amend "R1 – R15 or R18" to "R1 – R15, R18, R22 or R23."</p>

<b>Z2</b>	<b>Right Reserved by Transnet to Conduct Vetting through SSA</b>
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Z2.1

Transnet reserves the right to conduct vetting through State Security Agency (SSA) for security clearances of any Contractor who has access to National Key Points for the following without limitations:

1. Confidential – this clearance is based on any information which may be used by malicious, opposing or hostile elements to harm the objectives and functions of an organ of state.
2. Secret – clearance is based on any information which may be used by malicious, opposing or hostile elements to disrupt the objectives and functions of an organ of state.
3. Top Secret – this clearance is based on information which may be used by malicious, opposing or hostile elements to neutralise the objectives and functions of an organ of state.

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**Z3 Additional clause relating to Collusion in the Construction Industry**

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Z3.1

The contract award is made without prejudice to any rights Transnet may have to take appropriate action later with regard to any declared bid rigging including blacklisting.

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**Z4 Protection of Personal Information Act**

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Z4.1

The *Employer* and the *Contractor* are required to process information obtained for the duration of the Agreement in a manner that is aligned to the Protection of Personal Information Act

## C1.2 Contract Data

### Part two - Data provided by the *Contractor*

The tendering contractor is advised to read both the NEC3 Term Service Contract (June 2005) and the relevant parts of its Guidance Notes (TSC3-GN) in order to understand the implications of this Data which the tenderer is required to complete.

Completion of the data in full, according to Options chosen, is essential to create a complete contract.

Clause	Statement	Data
10.1	The <i>Contractor</i> is (Name):  Address  Tel No.  Fax No.	
11.2(8)	The <i>direct fee percentage</i> is .....%	
	The <i>subcontracted fee percentage</i> is .....%	
11.2(14)	The following matters will be included in the Risk Register	.....
11.2(15)	The Service Information for the <i>Contractor's</i> plan is in:	.....
24.1	The key persons are:  1 Name: .....  Job: .....  Responsibilities: .....  Qualifications: .....  Experience: .....  2 Name: .....  Job: .....  Responsibilities: .....  Qualifications: .....  Experience: .....  .....	
		<b>CV's (and further key person's data including CVs) are in .....</b>

#### A Priced contract with price list



11.2(12) The *price list* is in .....

11.2(19) The tendered total of the Prices is R.....



## Tables stating Delays that will be taken into consideration for Penalties.

### ANNEXURE A: X17 Low Service Damages

Item	Description	Allowable duration	Conclusion
1	Any Delays that are due to material from contractor	1 week from day of tender awarded, any challenges should be escalated with the contract manager.	R 2500 for any delays that are more than are week due to neglection from contractor.
2.	Delays due to bad weather	To be monitored	Contractor shall be given additional day that are equal to the number of days from weather
3.	Delays that are due to non-availability of contractor personnel.	To be discussed with TFR contract manager	The conclusion will be based on the agreed terms and duration between two parties
4.	Delays encountered due to business operation.	To be discussed with TFR contract manager	Necessary process will be taken, contactor shall be compensated with additional days to complete the required work.
5.	Delays that are due to TFR personnel to take permit	To be escalated with TFR project manager.	Necessary process will be taken, contactor shall be compensated with additional days to complete the required work.
6.	Delays from contractor hiring personnel	1 week any challenges *To be discussed with TFR contract manager should any further challenges be encounter that are beyond contractor control.	The conclusion will be based on the agreed terms and duration between two parties
7.	Any other delays that are due to contractor negligence. i.e. not taking care of their working equipment, property damage to due to non-adherence to TFR		R 2500 for any delays that are more than are week due to neglection from contractor.

## PART C2: PRICING DATA

Document reference	Title	No of pages
C2.1	Pricing instructions: Option A	2
C2.2	Price List	3

## C2.1 Pricing instructions: Option A

### 1.1 The *conditions of contract*

### 1.2 How the contract prices work and assesses it for progress payments

Clause 11 in NEC3 Term Services Contract (TSC), June 2005 (with amendments June 2006 and April 2013) Option A states:

#### **Identified 11**

#### **and defined**

#### **terms 11.2**

(17) The Price for Services Provided to Date is the total of

- the Price for each lump sum item in the Price List which the *Contractor* has completed and
- where a quantity is stated for an item in the Price List, an amount calculated by multiplying the quantity which the *Contractor* has completed by the rate.

(19) The Prices are the amounts stated in the Price column of the Price List, where a quantity is stated for an item in the Price List, the Price is calculated by multiplying the quantity by the rate.

### 1.3 Measurement and Payment

1.3.1 The Price List provides the basis of all valuations of the Price for Services Provided to Date, payments in multiple currencies and general progress monitoring.

1.3.2 The amount due at each assessment date is based on activities and/or milestones completed as indicated on the Price List.

1.3.3 The Price List work breakdown structure provided by the *Contractor* is based on the activity/milestone provided by the Employer. The activities listed by the *Employer* are the minimum activities acceptable and identify the specific activities which are required to achieve Completion. **The Price List work breakdown structure is compiled to the satisfaction of the Employer with any additions and/or amendments deemed necessary.**

1.3.4 The *Contractor's* detailed Price List summates back to the activity/milestone provided by the *Employer* and is sufficient detail to monitor completion of activities related to the operations on the Accepted Plan in order that payment of completed activities may be assessed.

1.3.5 The Prices are obtained from the Price List. The Prices includes for all direct and indirect costs, overheads, profits, risks, liabilities, obligations, etc. relative to the contract.

## C2.2 Price List

<b>WENTWORTH DIESEL DEPOT PRICING SCHEDULE</b>						
<b>Item no.</b>	<b>Description</b>	<b>Unit</b>	<b>Qty</b>	<b>Rate</b>	<b>Price</b>	<b>Local Content</b>
<b>1.</b>	<b>Preliminary and General</b>					
a.	Supervision and support	Sum	1			
b.	Safety Management	Sum	1			
c.	Site establishment and De-establishment	Sum	1			
<b>2.</b>	<b>Shell external and attachments</b>					
a.	Remove staircases, replace with galvanized grating stair treads and apply suitable corrosion protection coating. Size (770mmx240mm)	Sum	55			Steel
b.	Patch a pinhole located at 7.6m above the ground	Sum	1			
c.	Clean knee rail, prepare and apply suitable corrosion protection coating on both sides	M	30			
d.	Remove, replace with grating stair treads and apply suitable corrosion protection coating on the top landing platform. Size(1400mmx800mm)	Sum	1			Steel
e.	Remove, replace with grating stair treads and apply suitable corrosion protection coating on the middle landing platform. Size (770mmx800mm)	Sum	1			Steel
f.	Remove Denso wrapping, clean, install new Denso wrapping and evaluate external bottom plates protrusion, perform floor bottom settlements' floor and out of plumb.	M2	12m2			

g.	Install davit arm on the man way as per the specification provided to comply with API 650 section 5.8.3.5	Sum	1			Steel
h.	Install name plate on the tank as per API 650 section 10.1.2.	Sum	1			Steel
g.	Clean tank, repair and apply corrosion protection coating on the tank shell and attachments	M3	942 000			
h.	Tank labelling	Sum	2			
<b>3.</b>	<b>Tank floor - internal</b>					
a.	Supply and install fabricated rounded corner patch plates.	Sum	10			Steel
b.	Mechanical clean the entire floor, primer and apply corrosion protection coating with 10 years warranty.	M2	80m2			
<b>4.</b>	<b>Shell internal and attachments</b>					
	Check all marked welding defects up to the first strake, repair and apply suitable corrosion protection coating.	M2	80			
<b>5.</b>	<b>Roof external and attachments</b>					
a.	Clean, prepare and apply suitable corrosion protection coating on the roof handrails.	M2	6			
b.	Extend top landing platform from Tank 2 to Tank 1 with galvanized steel grating	M2	6			Steel
c.	Install galvanized handrails and apply corrosion protection coating	M	8			Steel
d.	Install handrails on the manhole and apply suitable corrosion protection coating	Sum	2			Steel
e.	Clean and apply suitable corrosion protection coating on	M2	85			

	the entire roof plate, roof patch and attachments.					
f.	Modification of breather pipe	Sum	1			
g.	Remove nozzles on top of the tank and patch the holes	Sum	3			
<b>6.</b>	<b>Pipe Modification</b>					
a.	Remove and replace 4 inch ball valve	Sum	2			Valve
b.	Remove and replace 4 inch non return valve	Sum	2			Valve
c.	Remove and replace 1 inch gate valve	Sum	4			Valve
d.	Remove and replace 4 inch ball valve	Sum	2			Valve
e.	Cut return line from the manhole covers and reconnect it to the decanting line.	Sum	1			
f.	Patch manhole cover	Sum	2			
g.	Clean, prepare, apply suitable corrosion protection coating and install directional flow arrows on the pipeline.	M	250			
h.	Supply and install 3 inch non return valve					Valve
<b>7.</b>	<b>Commissioning</b>					
a.	API post-inspection and issue report.	Sum	1			
b.	Test and commission	Sum	1			
<b>8.</b>	Travel	km				
	<b>Sub total</b>					

	<b>Total excl. Vat</b>	
		<b>Vat (15%)</b>
		<b>Total incl. Vat</b>

## PART C3: SERVICE INFORMATION

Document reference	Title	No of page
C3.1	This cover page <i>Employer's Service Information</i>	1
Total number of pages		17

## C3.1 **EMPLOYER'S SERVICE INFORMATION**

### **Contents**

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1    Description of the <i>Service</i> .....	3
1.1    Executive overview .....	3
1.2 <i>Employer's</i> objectives .....	3
1.3    Description of the <i>Service</i> .....	3
2    Specifications .....	3
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# SECTION 1

## 1 Service Information

### 1.1 Executive overview

The service that the *Contractor* is to perform *involve* the supply of all competent labour, site supervision, tools, equipment, materials, services and testing necessary for the execution of the service, situated in the Wentworth Diesel Depots, whilst ensuring compliance to Occupational Health & Safety regulations and adherence to Quality Standards & Specifications.

### 1.2 Employer's objectives

The employer's objectives are to ensure an operationally efficient Diesel Tanks that has been restored as per the employer's service information and specifications. The final output of the Diesel Tanks will need to fulfil the specifications as provided by Transnet Freight Rail.

### 1.3 Description of the service

The contractor is required to Repair Diesel Tank and modify pipework and clean the tank at Wentworth Diesel Depots.

## 2 Specifications

### 2.1 Description of the Service: Wentworth Tank 1 Repair and pipe modification

#### Tank Data:-

#### I. Tank Bottom: Carbon steel (assumed), lap welded

- a. Tank Dimensions :10 002mm Diameter by 11 940mm Height
- b. Tank Capacity: 941 000 ltrs.
- c. Tank Product: Diesel
- d. Tank Roof: Fixed roof, lap welded roof
- e. Tank Shell: 6x 2400mm strakes butt welded
- f. Foundation: Concrete

#### II. Shell external and attachments

- a. Remove staircases, replace with galvanized grating stair treads.
- b. Patch a pinhole located at 7.6m high from the ground
- c. Remove Denso wrapping, clean, install new Denso wrapping and evaluate external bottom plates protrusion, perform floor bottom settlements' floor and out of plumb.
- d. Clean, prepare and Reinstate Suitable corrosion protection on the tank
- e. Install davit arm on the man way as per the specification provided to comply with API 650 section 5.8.3.5.
- f. Install name plate on the tank as per API 650 section 10.1.2.
- g. Tank labelling
- h. Apply corrosion protection coating on the entire tank shell and attachments.

#### III. Tank floor - internal

- a. Supply and install fabricated rounded corner patch plates on marked bottom areas
- b. Mechanical clean the entire floor and sump pit, primer and apply corrosion protection coating with 10 years warranty.

#### IV. Shell internal and attachments

- a. Clean, prepare and apply suitable corrosion protection coating up to the first strake.

**V. Roof external and attachments**

- a. Clean, prepare and apply suitable corrosion protection coating on the roof handrails.
- b. Clean, prepare and apply suitable corrosion protection coating on the roof nozzle flanges surfaces.
- c. Install handrails on the manhole and apply suitable corrosion protection coating to comply with API 650 section 5.8.3.5.
- d. Extend top landing platform from tank 2 to tank 1 with galvanized grating and install galvanized handrails.
- e. Modify breather pipe to enable end user to perform manual dipping.
- f. Clean and apply suitable corrosion protection coating on the entire roof plate, roof patch and attachments.
- g. Remove 3 nozzles and patch the holes.

**VI. Pipe modification**

- a. Remove existing valves on both decanting and refuelling lines and replace with new valves.
- b. Cut return line (3 inch) from the manhole covers and reconnect it to the decanting line (4 inch).
- c. Patch manhole covers for both Tanks.
- d. Supply and install 3 inch non return valve.
- e. Clean, prepare, apply suitable corrosion protection coating and install directional flow arrows.

**VII. Commissioning**

- a. Perform API post-inspection and provide report issued by Approved API Inspector.
- b. Box, test and commission the tank.

**Notes to contractor about internal tank paint requirement****VIII. Internal Tank Coating Specification**

IX. Tank internal surface preparation must in accordance to API RP652 and ISO 16961

X. Apply suitable rust inhibiting primer coating system

No. Coats	Coating	Generic Type	Apply By	Theoretical Coverage m <sup>2</sup> /lt at D.F.T. (microns)	Film Thickness (Microns)		Minimum Time Between Coats at 25°C
					Wet Film	Dry Film	
<b>Patch Prime:</b>							
1	Carbomastic 15	Aluminium-filled epoxy mastic	B, <u>AS</u> , <u>CS</u>	7,2 @ 125μm	140μm	125μm	24 Hrs
<b>Complete Coat:</b>							
1	Carbothane 134	Aliphatic acrylic polyurethane	<u>CS</u> , <u>AS</u> , B	12,0 @ 40μm	85μm	40μm	3 Hrs
1						40μm	

**XI. Surface Preparation**

No. Coats	Coating	Generic Type	Apply By	Theoretical Coverage m <sup>2</sup> /lt at D.F.T. (microns)	Film Thickness (Microns)		Minimum Time Between Coats at 25°C
					Wet Film	Dry Film	
1	Phenoline 187 UHS	Amine Modified Epoxy	S, B, R	4.0 @ 250µm	255µm	250µm	16 Hrs min 36 Hrs max
1	Phenoline 187 UHS	Amine Modified Epoxy	S, B, R	4.0 @ 250µm	255µm	250µm	16 Hrs min 36 Hrs max
2					500µm		

### **2.1.2 Constraints on how the *Contractor* Provides the Service**

Note: The mechanical repair work activities shall be carried out in an operational environment, the appointed contractor shall plan and co-ordinate the works such that disruptions and delays to TFR operations are eliminated.

The appointed contractor shall be responsible for all site work, supervision and management aspects of the works including minor designs (where necessary), and shall follow the best-accepted engineering practices in order to provide the Transnet SOC Ltd with a compliant and operational diesel storage and dispensing system that is in accordance with the requirements and specifications as detailed in various parts and sections of this document.

The appointed contractor shall provide tools, materials, scaffolding, platforms and all safety harnesses that are required to execute this work, moreover observe all working at heights regulations; all safety regulations and guidelines concerning construction works.

- I. It is the contractor's responsibility to leave the site and facilities clean, no drain blockages and no contamination to the environment.
- II. Provide a disposal certificate.
- III. Provide weekly updated works programme on MS project.
- IV. Provide site specific PPE for contract workers for the duration of the project.
- V. Ensure conformance to safety requirements as per OHS Act and at Zone 1 Area as specified by SANS 10089 Part 1 – 3.
- VI. Method statement, the risk assessments and daily toolbox talks must be carried out prior to commencement of any work activity.

### **2.1.3 Requirements for the programme**

- I. All mechanical repair work to be done as per API 653, API RP 652 & 650 standards as well as SANS 10089 and ISO 16961.
- II. The winning bidder must be fully compliant with Transnet Safety, health and environment policy and other related safety legislation.
- III. The winning bidder must supply and wear full PPE during project execution all the time.
- IV. Ensure conformance to safety requirements for the confined space entry and working at height as specified by OSH Act.
- V. Method statement and the risk assessments must be attached to the quote.
- VI. Contractor to provide a gas tester with a valid calibration certificate during tank repair works to monitor the oxygen level.
- VII. The repairs must be executed by the qualified ASME 9 welder.
- VIII. The boiler maker must be registered with South African Institute of Welders (SAIW).

At the end of the project the winning bidder must supply welding certificates for each weld performed.

#### **2.1.4 Services and other things provided by the *Employer***

Item	Date by which it	will be provided

### 3 Construction

### 3.1 Temporary service, Site services, construction constraints & requirements

3.1.1 The *Contractor* complies with the following requirements of the *Employer*:

The Contractor is specifically excluded from entering the Employer's operational area which is adjacent to the site and work area. The Contractor plans and organiser his/her work in such a manner so as to cause least possible disruptions to the Employer's operations.

The Contractor ensures, adequate protection for his/her staff members and construction equipment. The Contractor will also be responsible for safe movement of motorists, pedestrian and general public in the vicinity of the works area.

The Contractor shall conduct all works within his/her work area and ensure that no personnel access the rail reserve situated above the work area.

3.1.2 People restrictions on Site; hours of work, conduct and records:

Site working hours will be the standard Transnet Freight Rail working day, which is from 07h30 to 16h00 on weekdays. No work will be permitted on weekends or public holidays unless a written request is submitted, a week prior to working, to the Project Manager for he's acceptance.

3.1.3 The *Contractor* complies with the following hours of work for his people (including Subcontractors) employed on the Site:

07h30 to 16h00 on weekdays. No work on weekends and public holidays unless granted permission by the Project Manager.

3.1.4 The *Contractor* keeps daily records of his people engaged on the Site and Working Areas (including Subcontractors) with access to such daily records available for inspection by the *Project Manager* at all reasonable times.

3.1.5 The *Contractor* has no title to materials arising from excavations and demolition in the performance of the works with the exception of:

3.1.6 The *Contractor* performs the works and co-operates with:

The Employer to ensure that daily operations and activities are not affected whilst construction work activities continue.

A community liaison officer employed by the Employer, with all community related matters and concern raised.

Sourcing local labour via the community liaison officer and Local Ward Councillors in performing the works, if required.

3.1.7 Publicity and progress photographs

Only in the interest of project progress submissions, photographs depicting work may be taken, upon request by the Project Manager.

3.1.8 The *Contractor* provides progress photographs at the discretion of the Project Manager in jpeg format at a location the Project Manager has communicated to the Contractor.

3.1.9 The *Contractor* does not advertise the contract or the project to any third party, nor communicate directly with the media (in any jurisdiction) whatsoever without the express written notification and consent of the *Project Manager*.

3.1.10 *Contractor's Equipment*

All earthmoving plant and equipment is to be stored at a designated area. Plant and equipment will only be removed from the designated store / lay down area. This plant and equipment should be returned to the store / lay down area before the end of the shift (i.e. no plant and equipment to be left on site).

Registers of plant and equipment to be generated which will be monitored and maintained by the Contractor but must be available upon request from the Employer. Plant and equipment to be stored as per specifications.

3.1.11 The *Contractor* keeps daily records of his Equipment used on Site and the Working Areas (distinguishing between owned and hired Equipment) with access to such daily records available for inspection by the *Service Manager* at all reasonable times.

3.1.12 Site services and facilities:

The Employer will identify a lay down area, for the purpose of a site camp, stacking area and other areas if required. This shall be purely land, i.e. no supply of electricity, water, networking, ablutions, offices, store containers or bunded areas. The Contractor shall provide everything necessary for providing for the works.

3.1.13 The *Employer* provides the following facilities for the *Contractor*:

An un-serviced lay down area / site camp.

3.1.14 Wherever the *Employer* provides facilities (including, *inter alia*, temporary power, water, waste disposal, telecommunications etc.) for the *Contractor's* use within the Working Areas and the *Contractor* adapts such facilities for use, then the *Contractor* makes good and provides full reinstatement to the land (including all apparatus of the *Employer* and Others in, on or under the land) and surrounding areas to its original standard upon dismantling of such facilities and hand-back to the *Employer*.

3.1.15 Excavations and associated water control

The Contractor is to ensure that all excavations are adequately braced / shored, if necessary, as to prevent potential risk of harm / danger to his / her employees, motorist, pedestrian and the general public.

3.1.16 Where the *Contractor* encounters existing underground services, the *Contractor* undertakes the following:

The Contractor must cease all works immediately and notify the Employer's construction supervisor.

3.1.17 The *Contractor* complies with the following:

Noise levels are to be kept to a minimum standard, as the works to be undertaken is within a residential area. Residual rain water seepage, shall be managed by the Contractor, as to prevent

flooding of excavations and subsequent damage to the existing concrete wall and roadway. OSH Act together with Transnet Policy and Procedures.

3.1.18 Giving notice of work to be covered up the Contractor shall notify the Construction Manager or Supervisor, in writing, 24 hours prior to covering up.

The Contractor notifies the Supervisor 24 hours prior upon witnessing field density tests to be conducted. A SANAS approved laboratory to conduct all testing on layer works and premix works.

3.1.19 The *Contractor* complies with the following constraints in the execution of the *Service*:

The Contractor may have to interface their works with other contractors on site performing other aspects / disciplines of work required for the Employer.

3.1.20 The *Contractor* is permitted to carry out the following works after Completion:

- De-establish site
- Remove and re-instate all lay down areas and site camp
- Housekeeping
- Hand over all pertinent documents (material test reports, etc.)

3.1.21 Materials facilities and samples for tests and inspections

The Contractor to conduct X-ray or hydro test on all welding performed and issued a SANAS approved certification. An ultrasonic Paint thickness test is to be conducted by the contractor and Issue certification

3.1.22 Commissioning

Upon completion, meeting required specifications and standards, the area of work shall be opened for general use.

## **3.2. Constraints on how the *Contractor* Provides the *Service*.**

Note: The mechanical repair work activities shall be carried out in an operational environment, the appointed contractor shall plan and co-ordinate the works such that disruptions and delays to TFR operations are eliminated.

- I. The appointed contractor shall be responsible for all site work, supervision and management aspects of the works including minor designs (where necessary), and shall follow the best-accepted engineering practices in order to provide the Transnet SOC Ltd with a compliant and operational diesel storage and dispensing system that is in accordance with the requirements and specifications as detailed in various parts and sections of this document
- II. The appointed contractor shall provide tools, materials, scaffolding, platforms and Contract PAGE 4 C3.1 Part C3: Scope of service information of service all safety harnesses that are required to execute this work, moreover observe all working at heights regulations; all safety regulations and guidelines concerning construction works.
- III. It is the contractor's responsibility to leave the site and facilities clean, no drain blockages and no contamination to the environment.
- IV. Provide a disposal certificate
- V. Provide weekly updated works programme on MS project
- VI. Provide site specific PPE for contract workers for the duration of the project.
- VII. Ensure conformance to safety requirements as per OHS Act and at Zone 1 Area as specified by SANS 10089 Part 1 – 3.

Method statement, the risk assessments and daily toolbox talks must be carried out prior to commencement of any work activity.

### 3.3. Requirements for the programme

- I. All mechanical repair work to be done as per API 653, API RP 652 & 650 standards as well as SANS 10089 and ISO 16961.
- II. The winning bidder must be fully compliant with Transnet Safety, health and environment policy and other related safety legislation.
- III. The winning bidder must supply and wear full PPE during project execution all the time.
- IV. Ensure conformance to safety requirements for the confined space entry and working at height as specified by OSH Act.
- V. Method statement and the risk assessments must be attached to the quote.
- VI. Contractor to provide a gas tester with a valid calibration certificate during tank repair works to monitor the oxygen level.
- VII. The repairs must be executed by the qualified ASME 9 welder
- VIII. The boiler maker must be registered with South African Institute of Welders (SAIW).

At the end of the project the winning bidder must supply welding certificates for each weld performed

## 4 Management and start up

### 4.1 Management meetings

Regular meetings of a general nature may be convened and chaired by the *Service Manager* as follows:

Title and purpose	Approximate time & interval	Location	Attendance by:
Risk register and compensation events	Weekly, on Mondays at 10H00	Wentworth Depots	Site Supervisor Safety Officer Service Manager Contractors Team
Overall contract progress and feedback	Monthly on the 10 <sup>th</sup> at 10H00	Wentworth Depots	Site Supervisor Safety Officer Service Manager Contractors Team

Meetings of a specialist nature may be convened as specified elsewhere in this Works Information or if not so specified by persons and at times and locations to suit the Parties, the nature and the progress of the works. Records of these meetings are to be submitted to the *Project Manager* by the person convening the meeting within five days of the meeting.

All meetings are to be recorded using minutes or a register prepared and circulated by the person who convened the meeting. Such minutes or register are not to be used for the purpose of confirming actions or instructions under the contract as these are to be done separately by the person identified in the *conditions of contract* to carry out such actions or instructions.

### 4.2 The Contractor's Invoices

- 4.2.1 When the *Project Manager* certifies payment (see ECC Clause 51.1) following an assessment date, the *Contractor* complies with the *Employer's* procedure for invoice submission.
- 4.2.2 The invoice must correspond to the *Project Manager's* assessment of the amount due to the *Contractor* as stated in the payment certificate.
- 4.2.3 The invoice states the following:  
Invoice addressed to Transnet SOC Ltd;  
Transnet SOC Limited's VAT No: 4720103177;  
Invoice number;

The *Contractor's* VAT Number; and

The Contract number CRAC-DNR-44041

The invoice contains the supporting detail

4.2.4 The invoice is presented by hand delivery.

Invoices submitted by hand are presented to:

100 Eel Road, Bayhead

For the attention of Project Manager at 100 Eel Road – Bayhead, Durban

The invoice is presented as an original.

## 5. ***Contractor's Liability***

5.1 The *Contractor* warrants that it will be liable to Transnet for any loss or damage caused by strikes, riots, lockouts or any labour disputes by and/or confined to the *Contractor's* employees, which loss will include any indirect or consequential damages;

5.2 The *Contractor* warrants that no negotiations or feedback meetings by the *Contractor's* employees shall take place on Transnet premises, whether owned or rented by Transnet.

5.3 The *Contractor* shall give notice to Transnet of any industrial action by the *Contractor's* employees immediately upon becoming aware of any actual or contemplated action that is or may be carried out on Transnet's premises, whether owned or rented, and shall notify Transnet of all matters associated with such action that may potentially affect Transnet.

5.4 The *Contractor* is responsible for educating its employees on relevant provisions of the Labour Relations Act which deal with industrial action processes, and the risks of non-compliance.

5.5 The *Contractor* is required to develop a Contingency Strike Handling Plan, which plan the *Contractor* is obliged to update on a three monthly basis. The *Contractor* must provide Transnet with this plan and all updates to the Plan. The *Contractor* is responsible to communicate with its employees on site details of the plan.

## 6. **Industrial action by *Contractor's* employees**

6.1 In the event of any industrial action by the *Contractor's* employees, the *Contractor* is required to provide competent contingency resources permitted in law to carry out any of the duties that are or could potentially be interrupted by industrial action in delivering the Service.

6.2 The *Contractor* warrants that it will compensate Transnet for any costs Transnet incurs in providing additional security to deal with any industrial action by the *Contractor's* employees.

6.3 In the event of any industrial action by the *Contractor's* employees, the *Contractor* is obliged:

6.3.1 To prepare and deliver to Transnet, within two (2) hours of the commencement of industrial action an Industrial Action Report. If the industrial action persists the *Contractor* is required to deliver the report at 8h30 each day.

6.3.2 The Industrial Action Report must provide at least the following information:

6.3.2.1 Industrial incident report,

- 6.3.2.2 Attendance register,
- 6.3.2.3 Productivity / progress to schedule reports,
- 6.3.2.4 Operational contingency plan,
- 6.3.2.5 Site security report,
- 6.3.2.6 Industrial action intelligence gathered.

6.3.3 The final Industrial Action Report is to be delivered 24 hours after finalisation of the industrial action.

6.3.4 The management of the Contractor is required to hold a daily industrial action teleconference with personnel identified by Transnet to discuss the industrial action, settlement of the industrial action, security issues and the impact on delivery under the contract.

6.4 The resolution of any disputes or industrial action by the Contractor's employees is the sole responsibility of the Contractor.

6.5 Access to Transnet premises by the Contractor and its employees is only provided for purposes of the Contractor delivering its services to Transnet. Should the Contractor and its employees not, for any reason, be capable of delivering its services Transnet is entitled to restrict or deny access onto its premises and unless otherwise authorized; such person will be deemed to be trespassing.

## 4. Procurement

### 4.1 Code of Conduct

Transnet aims to achieve the best value for money when buying or selling goods and obtaining services. This however must be done in an open and fair manner that supports and drives a competitive economy. Underpinning our process are several acts and policies that any supplier dealing with Transnet must understand and support. These are:

- The Transnet Detailed Procurement Procedure (DPP);
- Section 217 of the Constitution - the five pillars of Public PSCM (Procurement and Supply Chain Management): fair, equitable, transparent, competitive and cost effective;
- The Public Finance Management Act (PFMA);
- The Broad Based Black Economic Empowerment Act (BBBEE); and
- The Anti Corruption Act.

This code of conduct has been included in this contract to formally apprise Transnet Suppliers of Transnet's expectations regarding behaviour and conduct of its Suppliers.

#### ***Prohibition of Bribes, Kickbacks, Unlawful Payments, and Other Corrupt Practices***

Transnet is in the process of transforming itself into a self-sustaining State Owned Enterprise, actively competing in the logistics industry. Our aim is to become a world class, profitable, logistics organisation. As such, our transformation is focused on adopting a performance culture and to adopt behaviours that will enable this transformation.

- 1 *Transnet will not participate in corrupt practices and therefore expects its suppliers to act in a similar manner.*
  - Transnet and its employees will follow the laws of this country and keep accurate business records that reflect actual transactions with and payments to our suppliers.
  - Employees must not accept or request money or anything of value, directly or indirectly, to:

- Illegally influence their judgement or conduct or to ensure the desired outcome of a sourcing activity;
- Win or retain business or to influence any act or decision of any decision stakeholders involved in sourcing decisions; or
- Gain an improper advantage.
- There may be times when a supplier is confronted with fraudulent or corrupt behaviour of Transnet employees. We expect our Suppliers to use our “Tip-offs Anonymous” Hot line to report these acts. (0800 003 056).

2. *Transnet is firmly committed to the ideas of free and competitive enterprise.*

- Suppliers are expected to comply with all applicable laws and regulations regarding fair competition and antitrust.
- Transnet does not engage with non-value adding agents or representatives solely for the purpose of increasing BBBEE spend (fronting)

3. *Transnet’s relationship with suppliers requires us to clearly define requirements, exchange information and share mutual benefits.*

- Generally, Suppliers have their own business standards and regulations. Although Transnet cannot control the actions of our suppliers, we will not tolerate any illegal activities. These include, but are not limited to:
  - Misrepresentation of their product (origin of manufacture, specifications, intellectual property rights, etc);
  - Collusion;
  - Failure to disclose accurate information required during the sourcing activity (ownership, financial situation, BBBEE status, etc.);
  - Corrupt activities listed above; and
  - Harassment, intimidation or other aggressive actions towards Transnet employees.
- Suppliers must be evaluated and approved before any materials, components, products or services are purchased from them. Rigorous due diligence is conducted and the supplier is expected to participate in an honest and straight forward manner.
- Suppliers must record and report facts accurately, honestly and objectively. Financial records must be accurate in all material respects.

***Conflicts of Interest***

1. *A conflict of interest arises when personal interests or activities influence (or appear to influence) the ability to act in the best interests of Transnet.*

- Doing business with family members
- Having a financial interest in another company in our industry

## 5.1 The Contractor’s Invoices

**5.1.1 When the Project Manager certifies payment (see ECSC Clause 50) following an assessment date, the Contractor complies with the Employer’s procedure for invoice submission.**

**5.1.2 The invoice must correspond to the Project Manager’s assessment of the amount due to the Contractor as stated in the payment certificate.**

**5.1.3 The invoice states the following:**

- Invoice addressed to Transnet Limited;

- Transnet Limited's VAT No: 4720103177;
- Invoice number;
- The *Contractor's* VAT Number; and
- The Contract number CRAC DNR 44041

**5.1.4 The invoice contains the supporting detail [*insert relevant details*].**

**5.1.5 The invoice is presented either by post or by hand delivery.**

**5.1.6 Invoices submitted by post are addressed to:**

**Transnet Freight Rail – RNC**

**50 Fish Eagle Road**

**Bayhead**

**4000**

For attention to Siyanda Ngidi

**5.1.7 Invoices submitted by hand are presented to:**

**Transnet Freight Rail – RNC**

**50 Fish Eagle Road**

**Bayhead**

**4000**

For attention to Siyanda Ngidi

**5.1.8 The invoice is presented as an original.**

## PART 4: AFFECTED PROPERTY

Core clause 11.2(2) states

“Affected Property is property which

- Is affected by the work of the *Contractor* or used by the *Contractor* in Providing the Service
- is in the documents which the Contract Data states it is in.”

In Contract Data, reference has been made to this Part 4 of the contract for the location of the Affected Property.

### 1. Description of the Affected Property and its surroundings

#### 1.1. General description

Wentworth diesel depot is located in the Durban Transnet Freight Rail area which is part of Durban, and it falls under the EThekweni Municipality. Wentworth Diesel Depot is part of the infrastructure owned by Transnet Freight Rail and its maintenance and rehabilitation is managed by Rail Network Construction. The depot and rail line are part of the Container Corridor.

The Tenderer shall attend the site clarification meeting and acquaint themselves with the nature of the works, conditions under which the work is to be performed and means of access to the site, any limitations, or other authorities and in general with all matters that may influence or affect the contract. The site can be accessed via municipal roads from Dr Solomon Mahlangu Drive and the contractor to take cognisance of moving locomotives and vehicles.

#### 1.2. Existing buildings, structures, and plant & machinery on the Affected Property

Wentworth Diesel Depot is located on the corner of Dr Solomon Mahlangu Drive & Bluff Road in Bluff Area in the province of KwaZulu Natal, 10km South of Durban. The GPS Co-ordinates are as follows

29°38'05"S. 30°20'57."E

The main site is a locomotive movement facility. The main site infrastructure is summarised as follows:

- Rail Tank Car Decanting Area
- Spill Containment Area
- Tankage
- Tank Bund
- Locomotive Refuelling Area
- Fuel Pump House
- Drainage System
- Oil Separator
- MCC Room
- Offices

The site for the works is close to the railway line that is generally busy utilised by shunting locomotives.

The above are stakeholders that will be affected during the construction. The construction work is to be conducted in such a way so as not to disrupt operations. The Contractor shall allow for working under these conditions. Access to areas adjacent to the construction site shall be maintained at all times unless the saturation does not allow and that must be communicated with the Project Manager before the closure of the access takes place.

Within close proximity to the work area, are Private client properties (Cars and heavy-duty Trucks / Equipment) and the employer's work area (road side), where machinery / plant will be operational and therefore a safe working distance must be maintained.

### **1.3. Subsoil information**

Earthworks are not required.

#### **1.4. Hidden services**

Existing services, where identified from records available have been indicated on the drawings (Drawings will only be made available to the successful bidder on request). These services are to be proved before commencement of construction works. Care must be taken so as to not cause damage to these services.

It must be noted that due to the area records not always being up to date, it is advised that where required all proving of services be done by hand.

It is the responsibility of the Contractor to detect and protect the existing services. The Contractor shall liaise with the Project Manager in this regard before commencing excavations.

#### **1.5. Other reports and publicly available information**

Private Clients Infrastructure / Equipment.

Heavy duty Equipment or moving Trucks / cars.

Contractor must always report to Transnet Safety officer then they will be escorted to any site they have to service.

Working hours are Monday to Friday 07.30 to 16.00 (excluding public holidays)