	<b>Specification</b>	<b>Kusile Power Station</b>
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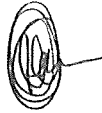

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<b>Content</b>	<b>Page</b>
1. Introduction.....	3
2. Supporting Clauses .....	3
2.1 Scope.....	3
2.1.1 Purpose.....	3
2.1.2 Applicability .....	3
2.1.3 Effective Date .....	3
2.2 Normative/Informative References .....	3
2.2.1 Normative.....	3
2.2.2 Informative.....	4
2.3 Definitions .....	4
2.4 Abbreviations .....	4
2.5 Roles and Responsibilities .....	4
2.5.1 The Contractor's Activities.....	4
2.5.2 Cost Management .....	5
2.5.3 Risk Management.....	5
2.5.4 Quality Management .....	5
2.6 Process for Monitoring.....	5
2.7 Related/Supporting Documents.....	5
3. Description of the <i>works</i> .....	5
3.1 Medicine Expiry Dates.....	6
3.2 Delivery .....	6
3.3 Incorrect Deliveries.....	6
3.4 Damaged Goods .....	7
3.5 Program and Planning.....	7
3.5.1 Reporting.....	7
3.5.2 Meetings.....	7
3.5.3 Drug List.....	7
4. Acceptance.....	12
5. Revisions.....	12
6. Development Team .....	12
7. Acknowledgements .....	12

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## **1. Introduction**

A Power station employs various industrial activities with high levels of risks that could result in a wide range of injuries and diseases. These incidents may vary from minor ailments to major injuries. As a result, the power station needs a well-equipped and well-stocked onsite medical facility to be able to manage such incidents. A disturbance in the state of an employee's wellbeing in the workplace may negatively affect the employee's performance thereby affecting the entire production of the Power station. Therefore, it is imperative that an onsite medical facility is well equipped and stocked to ensure its preparedness in managing the health and wellness of the employees and thereby increasing productivity of the station.

## **2. Supporting Clauses**

### **2.1 Scope**

#### **2.1.1 Purpose**

The purpose of this document is to define a User Scope of Work requirement based on which a long-term service contract of three years will be established between Kusile Power Station Generation Division and the Human Resources, Occupational Health Department.

#### **2.1.2 Applicability**

This document shall be applicable to Kusile Power Station Generation Division.

#### **2.1.3 Effective Date**

The document will be effective from the authorisation date.

### **2.2 Normative/Informative References**

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

#### **2.2.1 Normative**

- [1] ISO 9001 Quality Management Systems
- [2] ISO 14001 Environmental Management Systems guidance
- [3] Medicine and Related Substances Act, 1965 (Act 101 of 1965) and regulations
- [4] National Environmental Management Waste Act, 2008 (Act 59 of 2008)
- [5] National Health Amendment, 2013 (Act 12 of 2013)

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## 2.2.2 Informative

- [1] Eskom Waste Management Standard, 32-245
- [2] SANS 10248-1, 2008 Management of Health Care Waste
- [3] National Environmental Management Waste Act, 2008 (Act 59 of 2008)
- [4] Occupational Health and Safety Act, 1993 (Act 85 of 1993), and its regulations
- [5] ISO 9001 Quality Management Systems

## 2.3 Definitions

- i. "Cold chain" means a temperature-controlled supply chain comprising refrigerated production, storage and distribution facilities supported by equipment that maintain a low temperature.
- ii. "Disposal" means deposit, burial, discharge, or release of any waste into or onto land.
- iii. "Hazard" means a source of or exposure to danger to harm.
- iv. "Occupational health practitioner (OHP)" means a person who holds a qualification in occupational health recognised by the Health Professions Council of South Africa or the South African Nursing Council. This shall include both occupational medicine practitioner(s) (OMP) and occupational health nursing practitioner(s) (OHNP).
- v. "Risk" means the probability that an injury or damage will occur.
- vi. "Pharmaceutical Waste" means unused medicine, medications, and residues of medicines that are no longer usable as medication.

## 2.4 Abbreviations

Abbreviation	Explanation
HPCSA	Health Professions Council of South Africa
ISO	International Organization for Standardization
NEMWA	National Environmental Management Waste Act
OHNP	Occupational health nursing practitioner
OHP	Occupational medicine practitioner
QCP	Quality Control Program
SANC	South African Nursing Council
SANS	South African National Standards

## 2.5 Roles and Responsibilities

### 2.5.1 The Contractor's Activities

- i. Update control base budget with accepted compensation events.
- ii. Report on all possible and accepted compensation events.
- iii. Compile and manage compensation event/early-warning register.

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### **2.5.2 Cost Management**

The Contractor manages all costs and replacement values applicable to this Power Station in conjunction with the Employer's inputs. All changes or issues resulting in changes to the prices of the various outputs managed by the Contractor is discussed and agreed with the Employer prior to being implemented.

### **2.5.3 Risk Management**

- i. The Contractor ensures that all risks are managed to enable the successful execution of the work.
- ii. Any risk that occurs or develops at any stage should be brought to the Employer's attention in writing immediately or at the latest within 1 day. A risk register is kept.
- iii. A general risk analyses is performed prior to starting with the work.

### **2.5.4 Quality Management**

During execution of the contract no actions to provide the scope are implemented before the relevant quality control documentation is submitted and the Employer's acceptance of the procedures is given.

The Contractor compiles and submits copies of the Quality Management Plan and Quality Control Plan (QCP) which includes the necessary hold and witness points, for acceptance to the Employer. The Employer may use or modify the Contractor's existing QCP.

The Employer reserves the right to perform quality audits at any time during the execution of the scope.

## **2.6 Process for Monitoring**

Assurance will be provided by regular stock take of the supplies, and by means of regular internal reviews on annual basis from Health and Wellness centre of excellence.

## **2.7 Related/Supporting Documents**

## **3. Description of the works**

In general, the scope of this contract will cover the supply and delivery of medicines and medical equipment to Kusile Power Station Medical Centre for the period.

Kusile Power Station Medical Centre offers variety of services that include occupational health, emergency service, awareness, and counselling as well as office based primary health care. For these services to operate smoothly, the medical centre needs a reliable and constant supply of medical consumables, equipment, and medicines.

The list of all medicines and consumables that will be required from the supplier are described in detail in the section below as per EDL (Essential Drug List). The supplier will be expected to deliver within a week after placing an order with them. Should any of the medicines or consumables be

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damaged during transportation to site, the supplier will be held responsible. Late deliveries without valid reasons will not be tolerated.

The supplier shall provide all labour, supervision, administration, and management of, equipment, tools, supplies and materials to perform the services as specified herein.

The *Contractor* will be supplying the medicines to the Kusile Power Station Medical Centre as needed. The supplier will be required to produce proof of registration with the professional council that enables them to handle drugs. The medical centre personnel will order the medicines according to the need and forward the order to the contractor via the mutually agreed mode of communication (preferably email). The contractor will then have one week to deliver the required stock. If for any reason the supplier does not have the required item in stock, he/she will have to give an alternative date as to when the item will be acquired and delivered to Kusile Power Station Medical Centre. The specified period will not be longer than five working days. Should a specific item that has been ordered not be available, the supplier shall substitute that item with another item intended for same purpose and of the same value.

### **3.1 Medicine Expiry Dates**

Kusile Power Station Medical centre will have an agreement with the supplier that:

- i. No medicine with an expiry date of less than one year will be accepted by the medical centre from the supplier.
- ii. Expired medicine will be returned to the supplier for disposal, and the supplier will furnish the medical centre with a disposal certificate not later than one month from the date of collection.
- iii. If the medication is left with a three month shelf life (three months to the expiry date, such medication will be returned to the supplier and the supplier will credit us with the value of that medication or replace them with medication that has a later expiry date than the ones returned.

### **3.2 Delivery**

The preferred turnaround delivery after placing an order with the supplier five working days. If the supplier has difficulties making the delivery, they will have to communicate the reasons for delay and commit to a viable date as to when delivery will be made. Deliveries to take place anytime from Monday to Thursday from 07H00 to 15H30, Friday before 11H00. The supplier must communicate with the medical centre twenty four hours prior to the delivery date to make access arrangements.

### **3.3 Incorrect Deliveries**

The supplier will be accountable for any incorrect deliveries made to the client. Any other alternative item that the supplier would like to make will have to be approved by the medical centre before delivery. If possible, the alternative item will have to be of the same value and must contain similar ingredient contents. All costs involved with the delivery of incorrect orders will be on the supplier's account. The supplier must stick to the volume and strength of the products ordered, if substitution/replacement has to be made, this must be communicated and agreed between the supplier and the client.

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The supplier will be accountable for damaged, expired on delivery, broken and faulty equipment. If the faulty equipment is still within the manufacturer's warrantee, such equipment/goods will be returned to the supplier who will send them back to the manufacturer for repair or replacement.

Maintenance of the equipment will be the responsibility of the medical centre, unless otherwise specified by the manufacturer.

### **3.4 Damaged Goods**

Any damage or breakage that will occur to the medication or equipment during transportation to site will be the supplier's responsibility. No damaged goods on delivery will be accepted. Every item being delivered by the supplier will be checked in the presence of the supplier if it was received in good condition.

### **3.5 Program and Planning**

#### **3.5.1 Reporting**

The Contractor submits reports to the Employer.

Written reports as per milestone dates has been agreed between the Supplier and the Employer. This contains the following information as a minimum:

- i. Feedback on the programme and deliverables
- ii. Activities completed during current reporting period
- iii. Activities to be undertaken during next reporting period
- iv. Areas of concern, and appropriate mitigation actions.
- v. Cost report, including amount expended to date, and an updated projection of expected expenditure.

#### **3.5.2 Meetings**

The Employer and the Service Provider Representative will hold formal monthly meetings to measure performance on an ongoing basis. All meetings will be held at Kusile Power Station Medical Centre, and a schedule will be forwarded to the supplier.

#### **3.5.3 Drug List**

DESCRIPTION	Quantity Per Pack	Quantity for Contract
Paracetamol 500mg/ ADCO-Napamol	5000 Tablets	4
Ibuprofen 200mg/ Betaprofen 200mg	1000 Tablets	4
Ibuprofen 400mg/ Bren 400mg	1000 Tablets	2
Diclofenac 50mg/ Mylan Diclofenac 50mg	500 Tablets	8
Diclofenac 75mg/ Difenjet 75mg/3ml	50 Ampules	10
Aspirin 300mg	1000 Tablets	5
Indomethacin 25mg	500 Capsules	1

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Ascorbic Acid	500 Tablets	10
Multivitamin	5000 Tablets	2
Vitamin B.CO	5000 Tablets	2
Fluend Capsules	1000 Capsules	10
Sinutab + Codeine	10 Tablets	50
Colclear Tablets	1000 Tablets	2
Loperamide 2mg/ Prodiun	100 Tablets	8
Senokot	20 Tablets	5
Clopamon 10mg/ Maxolon	500 Tablets	4
Hyospasmol 10mg	100 Tablets	12
Scopaject	10 Ampules	4
Clopamon 10mg/ 2ml	10 Ampules	4
Rheniton 4mg/ Allergex	1000 Tablets	10
Annusol Suppository	10 Suppositories	40
Oral Rehydration Solution/ Gastric Plus	20 Sachets	30
Clear Cough 100mls	Bottle	200
Alcophyllex 100mls	Bottle	200
DPH 100mls	Bottle	50
Mouth Wash 100mls	Bottle	80
Mayogel 100mls	Bottle	300
Alkafizz 60g	Bottle	100
Iglo Eye Drops	Bottle	200
Spersallerge Eye Drops	Bottle	200
Deep freeze Aerosol Spray	Spray Bottle/can	80
Chloromex Eye Ointment	Tubes	100
Vitamin B.CO Injection	10 Vials	40
Adco Acyclovir Cream	Tubes	100
Sinucons (20)	Box	50
nystacid oral susp 20ml	bottle	40
scheduled drug books	each	4
daktarin oral gel 30g	box	40
iodised lozenges	1000	4
mist pot sits 100ml	each	100
ventolin nebs	20 in box	5
gaviscon tablets	24 in box	40
Gaviscon syrup	100ML Bottle	50
pharm-q-metoclopramide 10mg/2ml	(10) box	4
Tetanus toxoid (titivac) inj	each	20

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activated charcoal (60)	60 box	1
mist alba 100mls	Bottle	100
liquid parafin 100mls	Bottle	30
iliadin nasal spray adult	box	80
Premapore Assorted	150mmx80mm	100
jelonet Dressing	100mmx7m Strip Tub	4
codorol	1000 in box	0
ventolin INH/ Venteze Inh	each	8
Asthavent INH	each	8
wooden spatular	100 in box	4
eye pad (first Aid)	50 in a pack	2
Eye shield (first Aid)	Each	100
rub-rub 25g	each	200
plastic bags/ Carry Bags	1000	2
betadine solution 1000ml	each	2
Betadine Ointment tub 500g	each	4
Wintergreen 25g	Tubes	0
Silbercor 500g	500g Tubes	3
Mepyraderm Cream	Tubes	40
Histodor Cream	Tubes	40
AF Ointment	Tubes	40
Vitamin E Cream	500g Tub	10
Combi 9	100 Strips	6
Deep Heat Aerosol Spray	Each	10
Gluco Plus Strips/ Accu-Check Glucose Strips	50 Strips	8
Cholesterol Strips	25 Strips per bottle	8
Pregnancy Test Strips	100 Strips	2
Blades Various Sizes	100 Blades	4
Spirometer Bacterial Filters	100/Box	5
Steri wipes (wet)	100 Wipes/bottle	10
Sanitary Towels	10 in pack	60
Plastic Apron	10 in pack	5
Disposable Surgical Masks	100 in box	10
Elastoplast STRIPS Various Sizes	20 in pack	50
Elastoplast Roll 75MMX3M	Each	20
Non Allergenic Roll 12.5MMX3M	Each	20
Crepe Bandage	50mm	100
Crepe Bandage	75mm	100

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Crepe Bandage	100mm	100
Conforming Bandage	50mm	100
Conforming Bandage	75mm	100
Conforming Bandage	100mm	100
Cotton Wool Balls	100 in pack	4
First Aid Bandage	No 3	10
First Aid Bandage	No 5	10
Triangular Bandages	Each	50
Alcohol Swabs	100 in box	8
HIV Rapid Test	20 in pack	5
Adult Neb	Each	100
Adult O2 Mask	Each	50
Nasal Canula	Each	100
Burnshield	Various Sizes	50
Dressing Packs	Each	80
Gauze	100 in pack	20
Medisure Sachets	100 in pack	0
Sterile Gloves powder free	Size S, M, L	20
Nitrile Gloves powder free various sizes (M & L)	100 per box	20
Alcohol hand Spray 500ml	Each	30
Labels Roll 100 labels	Blank	1
Labels Roll 100 labels	Cream	2
Labels Roll 100 labels	Mixture	2
Labels Roll 100 labels	Tablets	2
Plastic Packets/ Tablet Bags/Pill Plastics	100 in pack	5
Blood Lancets	100 in box	4
Sodium Chloride 1000ml	10 in box	10
Sodium Chloride 200ml	Each	40
Dextrose 1L	10 in box	1
Dextrose 50% 50ml	10 in box	0
Ringers Lactate 1000ml	10 in box	10
Jelcos Various Sizes	50 in box	10
Neck Collars Hard S, M & L	Each	5
Neck Collars Soft S, M & L	Each	5
Admin Sets 20d/ml	Each	20
Admin Sets 60d/ml	Each	20
Syringes Various Sizes 3ml, 5ml, 10ml	100 in box	10
Dial a Flow	Each	0

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Adenocor 5mg/ Andenocor 6mg/2ml	10 in box	0
Adrenaline 1ml	10 in box	0
Anexate 1mg/10ml	10 in box	0
Anexate 5mg/5ml	10 in box	0
Ativan 1ml	10 in box	0
Atropine 1.0mg	10 in box	0
Atrovent UDV 0.5mg/ adco-ipatropium	60	0
Calcium Chloride 10ml	10 in box	0
Charcoal 250mg/ activated charcoal	60	0
Combivent UDV	60 in pack	3
Cordarone X IV 3ml	10 in box	0
Pethedine 100mg	10 in box	0
Dormicum	10 in box	0
Furosemide 20mg	10 in box	0
Glucagon Hypokit		0
Lignocaine 2% 5ml	10 in box	0
Magnesium Sulphate 50%	10 in box	0
Morphine Sulphate 15ml	10 in box	0
Naloxone 0.4mg/ml	10 in box	0
Nitrolingual Spray	1	2
Pax 10mg/2ml/ macro-dizapam 10mg/2ml	10 in box	1
Neurological Reflex Hammer 5 Piece Set	Each	1
Sthetoscope class iii	Each	2
Phenergan 25mg/1ml	10 in box	1
Plavix 75mg	28 in box	0
Sodium Bicarbonate 8.5%	5 in box	0
Solu cortef 100mg/2ml	Each	0
Solu medrol 125mg/2ml	5 in box	0
Thiamine 100mg/10ml	10 in box	1
X-Ray Reading Light (Wall mounted)	Each	1
UV disinfection light-wall mounted	Each	2
IV Pole (on Wheels)	Each	3
Barometer	Each	1
Portable ENT set	Each	2
Digital haemoglobin meter	Each	2
cholesterol meter	Each	2
Automatic digital Urine analyser	Each	2
Disinfect wipes (Steriwipes)	100/Pack	10

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Patient Digital Vital signs monitor on a stand/ wheel	Each	2
White Board /Notice Board	Each	2
Earpieces (Ear Inspection)	10 per pack	4
Lignocaine 2ml	10 in box	0
Xylocaine Pump	Each	0
<b>Miscellaneous</b>		

#### 4. Acceptance

This document has been seen and accepted by:

Name	Designation
Jerry Thumbatha	Senior Advisor Professional Occupational Health
Vuyo Mokoena	Middle Manager Human Resources

#### 5. Revisions

Date	Rev.	Compiler	Remarks
January 2023	1	P. Lokothwayo	First development

#### 6. Development Team

The following people were involved in the development of this document:

Prudence Lokothwayo

Jerry Thumbatha

#### 7. Acknowledgements

None

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