

	<p style="text-align: center;">Scope of work</p>	<p style="text-align: center;">Generations</p>
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Title: **Supply and delivery of Dry Grocery** Document Identifier:
For a period of 12 Month at Duvha
power station canteen

Alternative Reference
Number:

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Functional Area: **ECAS**

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1. Introduction

Supply and delivery of dry grocery to Duvha Power Station canteen for a period of 12 months. This is to ensure assurance of supply to our ECAS services. Deliveries of goods will be made in accordance with the guidelines provided in this document, additional requirements will be communicated by the contract manager.

The once off purchase order should be awarded to a suitably, qualified, experienced and well-established supplier with the capacity to give an excellent service to Duvha Power Station. Deliveries will be approved and facilitated at ECAS by contract manager

1.1.1 Purpose

The purpose of this document is to define the user requirements specifications for the provision of safe and supply and delivery of dry grocery for Duvha Power Station for a period of 12 months.

1.1.2 Applicability

This document shall apply to Duvha Power Station ECAS.

1.1.3 Effective Date

This work instruction will be effective from the date of authorisation.

2. Support Clauses

2.1 Scope

The supplier is required to supply and deliver dry grocery to Duvha Power station once per week as per instruction on order placement.

- Monday to Thursday deliveries not later than 15H00 and Friday before 11H00.
- Late deliveries will not be accepted or received by the storeman.

Please note: It might be required occasionally to deliver more than once a week and a Purchase order will be issued to the supplier with the required items and quantities.

Methods of delivery:

- All dry groceries should be delivered using an enclosed delivery truck and the delivery truck should be in a good condition with no leaking oils as it will not be allowed access to the station.

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- The vehicles for the transportation shall be clean, free from any odours, easy to clean, preferable waterproof, and must be a covered vehicle.
- No groceries will be loaded on an open vehicle and stock should be stored on the floor of the truck.
- All stock should be packaged in boxes and the boxes should not be damaged.
- Inspection will be done on delivery, stock not good quality, barcode, product name brand, conditions and expiry dates is less than four months will not be accepted.
- All items delivered should be acceptable for customer consumption and be only brands listed on the table above
- Any shortages on preferred brands should be communicated to the contract manager so that a decision on alternative brand may be made.
- Items should be free of pests and clean when delivered
- Food Management must be handled in accordance with SANS ISO 22000:2005
- Supplier warehouse and or distributors must have a food safety management system certificate

Pest control

Supplier’s warehouse and/or distributors warehouse’s pest control must be done by a registered pest control operator (PCO).

The supplier will deliver the following description of goods.

Item no.	Item Description	Oty per 12 months	Unit Price	Total
1	Fruit Cocktail In Syrup 3.06kg A10	960		
2	Pear Halves 3.06 kg A10	1 280		
3	Pineapple Pieces 3.06kg A10	320		
4	Baked Beans in Tomato Sauce 3.06kg A10	596		
5	Butter Beans in Brine 3.06kg A10	596		
6	Red Kidney Beans 3.06kg A10	592		
7	Mushroom white fresh Tin A10	192		
8	Tuna Shredded In Brine 1.7kg	960		
9	Pasta Macaroni 10kg	432		

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10	Pasta Spaghetti 10Kg	100		
11	Pasta lasagne sheet 500g	1 920		
12	Supper Maize Meal 50kg	200		
13	Iwisa Mealie Samp 10kg	298		
14	Tastic rice bag 10kg	2 260		
15	Fruit juice Orange 250 ML ,100%	10 000		
16	Fruit juice Mango & Orange 250 ML 100% liquid	20 000		
17	Juice Fruit cocktail Magalies bottle 5L Liquid	160		
18	Juice Mango & Orange Magalies 5L Liquid	288		
19	Baking Powder bag 1kg	120		
20	Yeast:48 x10g Sachets, box Anchor instant yeast	200		
21	Cornflour powder Maizena Box 1kg	1 080		
22	Black olives 3.05kg, A10	122		
23	Raisins seedless bag 5kg	160		
24	Bicarbonate of Soda 1kg	520		
25	Sunflower Oil Premium 20lt	1 600		
26	Italian Salad dressing 2L	80		
27	Greek salad dressing 2L	80		
28	French Salad Dressing 2L	80		
29	Vanilla Essence bottle 1lt	60		
30	Chicken Stock Granules 1kg TUB	1 104		
31	Beef Stock Granules 1kg TUB	1 092		
32	Veggie Spice 1kg	990		
33	Chicken Spice 1kg TUB	2 079		
34	Steak & Chops Spice 1kg TUB	2 079		

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35	Barbeque Spice 1kg TUB	1 455		
36	Paprika Spice 700g TUB	250		
37	Curry powder blend, raja	1 442		
38	Black Pepper Spice 800g TUB	111		
39	Fish Spice 1kg TUB	108		
40	Savoury rice spice 1kg	194		
41	Mixed herbs spice 200g	1 200		
42	Lemon & herbs 800g	1 200		
43	Garlic & herbs 800g	800		
44	Aromat Spice 10kg,	260		
45	Fine Salt Iodated table 1kg	2 160		
46	Worcester Sauce bottle 5lt	402		
47	Barbeque Sauce 5lt	520		
48	Hamburger sauce bottle 5L	160		
49	Mustard sauce bottle 2L Fine Foods	480		
50	Tomato Sauce 5lt	2 168		
51	Vinegar White 5lt	2 168		
52	Peri peri sauce 2lt	820		
53	Mrs balls chutney bucket 3kg	288		
54	Mayonnaise bucket plastic 20kg	205		
55	Large Eggs 15doz	16 650		
56	Cake Flour bag 12,5kg	180		
57	White bread sliced loaf normal 700g	60 000		
58	Brown bread sliced loaf normal 700g	60 000		
59	Custard Powder box 2.5kg	807		

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60	Fresh cream clove pasteurized box 1L	1 728		
61	Jelly Cherry box 1kg powder	576		
62	Jelly strawberry box 1kg powder	1 152		
63	Jelly Orange box 1kg powder	1 152		
64	Jelly Pineapple box 1kg	1 152		
65	Milk Long Life Full Cream 1lt	80 000		
66	Coffee FILTER CIRO POWDER	600		
67	Yoghurt plain plastic 175ML	15 000		
68	Yoghurt fruit cocktail 75ML	15 000		
69	Spoon dessert plastic white 15.CM	15 000		
70	Fomo cups 175ML.1000	160		
71	Fomo tray 53	5 000		
72	Beverage coca cola can 300ML	33 600		
73	Beverage coke zero can 300ML	8 400		
74	Beverage Stoney Ginger can 300ML	16 800		
75	Beverage Dry Lemon can 300ML	16 800		
76	Beverage Fanta Orange can 300ML	16 800		
77	Beverage Lemon Twist can 300ML	16 800		
78	Beverage Cream Soda can 300ML	16 800		
79	Beverage Granadilla Twist can 300ML	16 800		
80	Beverage Sparberry can 300ML	16 800		

FOOD QUALITY COMPLIANCE

The supplier shall ensure that all groceries supplied are of superior quality and, where applicable, are certified and approved by the South African Bureau of Standards (SABS). Non-compliant products will not be accepted.

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2.2 Normative/Informative References

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

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2.2.1 Normative

- [1] ISO 9001 Quality Management Systems
- [2] OHSAS 18001:2007/ ISO 45001:2018, Occupational Health and Safety Management systems

2.2.2 Informative

- [3] ISO 9001 Quality Management Systems
- [4] ISO 14001 (Environment)

2.3 Definitions

Definition	Explanation
Supplier	a company, person that provides service or need, especially over a long period of time:
Brands	a type of product manufactured by a particular company under a particular name
Contractor	a person or company that signs a contract to supply materials or workers to perform a service.
Supply Manager	is an individual in a company responsible for the management and administration of contracts, as well as processes.

2.3.1 Document:

N/A

2.4 Abbreviations

Abbreviation	Explanation
OHSAS	Occupational Health and Safety Management systems
SHEQ	Safety Health Environment and Quality

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2.5 Roles and Responsibilities

The following sections contain specific functions within each of the following roles and responsibilities related to the execution of the works, but is not limited to below:

2.5.1 The Contractor

2.5.1.1 Ensure compliance to all requirements within this document.

2.5.1.2 Provide training and create awareness to their employees.

2.5.2 The Employer

2.5.2.1 Provides the Eskom Standards and Procedures

2.5.2.2 Compliance Monitoring

The following requirements for conducting and monitoring the supply and delivery will apply. The Contractor shall actively participate in and adhere to the Employer’s requirements and other procedures initiated for the purpose supply and delivering of Dry grocery. The Contractor shall attend the Site meetings when deemed required by the Employer.

Title and Purpose	Approximate Time & Interval	Location	Attendance by:
Contractual meetings	Once a month for 12	Eskom Power Premises Duvha Station	Eskom representative and Management

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