



NEC3 Supply Contract (SC3)

Between **ESKOM HOLDINGS SOC Ltd**
(Reg No. 2002/015527/30)

and [Insert at award stage]
(Reg No. _____)

for **The Supply and Delivery of Stationery for Nuclear
Operating Unit (NOU) on an as and when required basis.**

Contents:

No of
pages

Part C1 Agreements & Contract Data

Part C2 Pricing Data

Part C3 Scope of Work

CONTRACT No.

 Eskom

Shandré Brown



Procurement Quality Engineering

2023-12-06

No PQE Input

PART C1: AGREEMENTS & CONTRACT DATA

Contents:	No of pages
C1.1 Form of Offer and Acceptance	[•]
[to be inserted from Returnable Documents at award stage]	
C1.2a Contract Data provided by the <i>Purchaser</i>	[•]
C1.2b Contract Data provided by the <i>Supplier</i>	[•]
[to be inserted from Returnable Documents at award stage]	
C1.3 Proforma Guarantees	[•]

C1.1 Form of Offer & Acceptance

Offer

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

THE SUPPLY AND DELIVERY OF STATIONERY FOR NUCLEAR OPERATING UNIT (NOU) ON AN AS AND WHEN REQUIRED BASIS.

The tenderer, identified in the Offer signature block, has

<i>either</i>	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.
<i>or</i>	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 *Supplier* 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	R [●]
	Value Added Tax @ 15% is	R [●]
	The offered total of the amount due inclusive of VAT is ¹	R [●]
	(in words) [●]	

This Offer may be accepted by the Purchaser 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 *Supplier* 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

Acceptance

¹ This total is required by the *Purchaser* for budgeting purposes only. Actual amounts due will be assessed in terms of the *conditions of contract*.

By signing this part of this Form of Offer and Acceptance, the Purchaser identified below accepts the tenderer's Offer. In consideration thereof, the Purchaser shall pay the Supplier 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 Purchaser 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: Goods Information including Supply Requirements |

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 Purchaser 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 Purchaser'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 and signed original copy of this document, including the Schedule of Deviations (if any).

Signature(s)

Name(s)

Capacity

**for the
Purchaser**

**Eskom Holdings SOC Ltd, Megawatt Park, Maxwell Drive, Sandton, Johannesburg,
2199**

(Insert name and address of organisation)

Name &
signature of
witness

Date

Note: If a tenderer wishes to submit alternative tenders, use another copy of this Form of Offer and Acceptance.

Schedule of Deviations to be completed by the *Purchaser* prior to contract award

Note:

1. 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 Purchaser 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	Not applicable	

By the duly authorised representatives signing this Schedule of Deviations below, the Purchaser 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 Purchaser 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:	For the Purchaser
Signature	_____	_____
Name	_____	Mr. Velaphi Ntuli
Capacity	_____	Koeberg Power Station General Manager
On behalf of	(Insert name and address of organisation)	Eskom Holdings SOC Ltd, Megawatt Park, Maxwell Drive, Sandton, Johannesburg, 2199
Name & signature of witness	_____	_____
Date	_____	_____

C1.2 SC3 Contract Data

Part one - Data provided by the *Purchaser*

[Instructions to the contract compiler: (delete these two notes in the final draft of a contract)]

1. Please read the relevant clauses in the conditions of contract before you enter data. The number of the clause which requires the data is shown in the left hand column for each statement however other clauses may also use the same data.
2. Some SC3 options are always selected by Eskom Holdings SOC Ltd. The remaining SC3 options are identified by shading in the left hand column. In the event that the option is not required select and delete the whole row. Where the following symbol is used "[•]" - data is required to be inserted relevant to the specific option selected.]

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

Clause	Statement	Data
1	General	
	The <i>conditions of contract</i> are the core clauses and the clauses for Options	<p>X1: Price adjustment for inflation</p> <p>X2: Changes in the law</p> <p>X7: Delay damages</p> <p>Z: Additional conditions of contract</p>
	of the NEC3 Supply Contract (April 2013) ²	(If the December 2009 edition is to be used delete April 2013 and replace by December 2013)
10.1	The <i>Purchaser</i> is (name):	Eskom Holdings SOC Ltd (reg no: 2002/015527/30), a state owned company incorporated in terms of the company laws of the Republic of South Africa
	Address	Registered office at Megawatt Park, Maxwell Drive, Sandton, Johannesburg
	Tel No.	[•]
	Fax No.	[•]
10.1	The <i>Supply Manager</i> is (name):	Jamie-Lee Booysen
	Address	Koeberg Nuclear Power Station
	Tel	Off R27/west Coast Road Melkbosstrand, 7440
	Fax	
	e-mail	Lankj@eskom.co.za

² Available from Engineering Contract Strategies Tel 011 803 3008 Fax 086 539 1902, www.ecs.co.za.

11.2(13)	The <i>goods</i> are	The Supply and Delivery of Stationery for Nuclear Operating Unit (NOU) on an as and when required basis
11.2(13)	The <i>services</i> are	Not applicable
11.2(14)	The following matters will be included in the Risk Register	Availability of Stationery due high demand during start of each year.
11.2(15)	The Goods Information is in	Part 3: Scope of Work and all documents and drawings to which it makes reference.
11.2(15)	The Supply Requirements as part of the Goods Information is in	Annexure A to this Contract Data
12.2	The <i>law of the contract</i> is the law of	the Republic of South Africa
13.1	The <i>language of this contract</i> is	English
13.3	The <i>period for reply</i> is	1 week
2	The <i>Supplier's</i> main responsibilities	Data required by this section of the core clauses is provided by the <i>Supplier</i> in Part 2 and terms in italics used in this section are identified elsewhere in this Contract Data.
3	Time	
30.1	The <i>starting date</i> is.	TBD
30.1	The <i>delivery date</i> of the <i>goods</i> and <i>services</i> is:	Within 2 weeks from receiving request or as stipulated on the Purchase order Delivery Date but not less than 2 weeks
30.2	The <i>Supplier</i> does not bring the <i>goods</i> to the Delivery Place more than one week before the Delivery Date.	No Applicable
31.1	The <i>Supplier</i> is to submit a first programme for acceptance within	No Applicable
32.2	The <i>Supplier</i> submits revised programmes at intervals no longer than	No Applicable
4	Testing and defects	
42	The <i>defects date</i> is	2 weeks after Delivery.
43.2	The <i>defect correction period</i> is except that the <i>defect correction period</i> for and the <i>defect correction period</i> for	1 week
42.2	The <i>defects access period</i> is except that the <i>defect access period</i> for and the <i>defect access period</i> for	5 days
5	Payment	

50.1	The <i>assessment interval</i> is	Assessment will be done after delivery of goods
51.1	The <i>currency of this contract</i> is the	South African Rand
51.2	The period within which payments are made is	4 weeks.
51.4	The <i>interest rate</i> is	<p>the publicly quoted prime rate of interest (calculated on a 365 day year) charged from time to time by the Standard Bank of South Africa Limited (as certified, in the event of any dispute, by any manager of such bank, whose appointment it shall not be necessary to prove) for amounts due in Rands and</p> <p>(ii) the LIBOR rate applicable at the time for amounts due in other currencies. LIBOR is the 6 month London Interbank Offered Rate quoted under the caption "Money Rates" in The Wall Street Journal for the applicable currency or if no rate is quoted for the currency in question then the rate for United States Dollars, and if no such rate appears in The Wall Street Journal then the rate as quoted by the Reuters Monitor Money Rates Service (or such service as may replace the Reuters Monitor Money Rates Service) on the due date for the payment in question, adjusted <i>mutatis mutandis</i> every 6 months thereafter and as certified, in the event of any dispute, by any manager employed in the foreign exchange department of The Standard Bank of South Africa Limited, whose appointment it shall not be necessary to prove.</p>
6	Compensation events	There is no reference to Contract Data in this section of the core clauses and terms in italics used in this section are identified elsewhere in this Contract Data.
7	Title	There is no reference to Contract Data in this section of the core clauses and terms in italics used in this section are identified elsewhere in this Contract Data.
8	Risks, liabilities, indemnities and insurance	
80.1	These are additional <i>Purchaser's</i> risks	Low availability of goods at the start of each year
88.1	The <i>Supplier's</i> liability to the <i>Purchaser</i> for indirect or consequential loss, including loss of profit, revenue and goodwill is limited to	R0.0 (zero Rand)
88.2	For any one event, the <i>Supplier's</i> liability to the <i>Purchaser</i> for loss of or damage to the <i>Purchaser's</i> property is limited to	(1) for the <i>Purchaser's</i> existing and surrounding property in the care, custody and control of the <i>Supplier</i> the amount of the deductible (first amount payable) relevant to the event and

(2) for all other existing *Purchaser's* property
the applicable deductible as at contract date

88.3	The <i>Supplier's</i> liability for Defects due to his design which are not notified before the last <i>defects date</i> is limited to:	Total of the prices
88.4	The <i>Supplier's</i> total liability to the <i>Purchaser</i> , for all matters arising under or in connection with this contract, other than the excluded matters, is limited to	Total of the prices
88.5	The <i>end of liability date</i> is	1 year after Delivery of the whole of the goods.

9 Termination and dispute resolution

94.1	The <i>Adjudicator</i> is	the person selected from the ICE-SA Division (or its successor body) of the South African Institution of Civil Engineering Panel of Adjudicators by the Party intending to refer a dispute to him. (see www.ice-sa.org.za). If the Parties do not agree on an Adjudicator the Adjudicator will be appointed by the Arbitration Foundation of Southern Africa (AFSA).
	Address	[•]
	Tel No.	[•]
	Fax No.	[•]
	e-mail	[•]
94.2(3)	The <i>Adjudicator nominating body</i> is:	the Chairman of ICE-SA, a Division of the South African Institution of Civil Engineering, or its successor body (See www.ice-sa.org.za)
94.4(2)	The <i>tribunal</i> is:	arbitration
94.4(5)	The <i>arbitration procedure</i> is	the latest edition of Rules for the Conduct of Arbitrations published by The Association of Arbitrators (Southern Africa) or its successor body.
94.4(5)	The place where arbitration is to be held is	South Africa
	The person or organisation who will choose an arbitrator	
	- if the Parties cannot agree a choice or	the Chairman for the time being or his nominee
	- if the arbitration procedure does not state who selects an arbitrator, is	of the Association of Arbitrators (Southern Africa) or its successor body.

10 Data for Option clauses

X1	Price adjustment for inflation	The prices of all goods will remain fixed for 12 months for the first 12 months of the contract
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		period, there after 10% of the goods will remain fixed and the remaining 90% will be adjusted in accordance with SEIFSA Table U-A (final manufactured goods in South Africa). The contract price adjustment will apply annually from the contract start date.
X1.1	The <i>base date</i> for indices is	1 December 2023
X2	Changes in the law	Republic of South Africa is a compensation event if it occurs after the Contract Date
X7	Delay damages	0.5% per day to maximum of 5 % value of Purchase Order
Z	The <i>additional conditions of contract</i> are	Z1 to Z15 always apply for Eskom

Z1 Cession delegation and assignment

- Z1.1 The *Supplier* does not cede, delegate or assign any of its rights or obligations to any person without the written consent of the *Purchaser*.
- Z1.2 Notwithstanding the above, the *Purchaser* may on written notice to the *Supplier* cede and delegate its rights and obligations under this contract to any of its subsidiaries or any of its present divisions or operations which may be converted into separate legal entities as a result of the restructuring of the Electricity Supply Industry.

Z2 Joint ventures

- Z2.1 If the *Supplier* constitutes a joint venture, consortium or other unincorporated grouping of two or more persons or organisations then these persons or organisations are deemed to be jointly and severally liable to the *Purchaser* for the performance of this contract.
- Z2.2 Unless already notified to the *Purchaser*, the persons or organisations notify the *Supply Manager* within two weeks of the Contract Date of the key person who has the authority to bind the *Supplier* on their behalf.
- Z2.3 The *Supplier* does not alter the composition of the joint venture, consortium or other unincorporated grouping of two or more persons without the consent of the *Purchaser* having been given to the *Supplier* in writing.

Z3 Change of Broad Based Black Economic Empowerment (B-BBEE) status

- Z3.1 Where a change in the *Supplier's* legal status, ownership or any other change to his business composition or business dealings results in a change to the *Supplier's* B-BBEE status, the *Supplier* notifies the *Purchaser* within seven days of the change.
- Z3.2 The *Supplier* is required to submit an updated verification certificate and necessary supporting documentation confirming the change in his B-BBEE status to the *Supply Manager* within thirty days of the notification or as otherwise instructed by the *Supply Manager*.
- Z3.3 Where, as a result, the *Supplier's* B-BBEE status has decreased since the Contract Date the *Purchaser* may either re-negotiate this contract or alternatively, terminate the *Supplier's* obligation to Provide the Goods and Services.

- Z3.4 Failure by the *Supplier* to notify the *Purchaser* of a change in its B-BBEE status may constitute a reason for termination. If the *Purchaser* terminates in terms of this clause, the procedures on termination are P1, P2 and P3 as stated in clause 92, and the amount due is A1 and A3 as stated in clause 93.

Z4 Confidentiality

- Z4.1 The *Supplier* does not disclose or make any information arising from or in connection with this contract available to Others. This undertaking does not, however, apply to information which at the time of disclosure or thereafter, without default on the part of the *Supplier*, enters the public domain or to information which was already in the possession of the *Supplier* at the time of disclosure (evidenced by written records in existence at that time). Should the *Supplier* disclose information to Others in terms of clause 23.1, the *Supplier* ensures that the provisions of this clause are complied with by the recipient.
- Z4.2 If the *Supplier* is uncertain about whether any such information is confidential, it is to be regarded as such until notified otherwise by the *Supply Manager*.
- Z4.3 In the event that the *Supplier* is, at any time, required by law to disclose any such information which is required to be kept confidential, the *Supplier*, to the extent permitted by law prior to disclosure, notifies the *Purchaser* so that an appropriate protection order and/or any other action can be taken if possible, prior to any disclosure. In the event that such protective order is not, or cannot, be obtained, then the *Supplier* may disclose that portion of the information which it is required to be disclosed by law and uses reasonable efforts to obtain assurances that confidential treatment will be afforded to the information so disclosed.
- Z4.4 The taking of images (whether photographs, video footage or otherwise) of the *goods* or any portion thereof, in the course of Providing the Goods and Services and after Delivery, requires the prior written consent of the *Supply Manager*. All rights in and to all such images vests exclusively in the *Purchaser*.
- Z4.5 The *Supplier* ensures that all his subcontractors abide by the undertakings in this clause.

Z5 Waiver and estoppel: Add to core clause 12.3:

- Z5.1 Any extension, concession, waiver or relaxation of any action stated in this contract by the Parties, the *Supply Manager* or the *Adjudicator* does not constitute a waiver of rights, and does not give rise to an estoppel unless the Parties agree otherwise and confirm such agreement in writing.

Z6 Health, safety and the environment: Add to core clause 25.4

- Z6.1 The *Supplier* undertakes to take all reasonable precautions to maintain the health and safety of persons in and about the provision of the *goods* and execution of the *services*.

Without limitation the *Supplier*:

- warrants that the total of the Prices as at the Contract Date includes a sufficient amount for proper compliance with all applicable health & safety laws and regulations and the health and safety rules, guidelines and procedures provided for in this contract and generally for the proper maintenance of health & safety in and about the execution of supply and
- undertakes, in and about the execution of the supply, to comply with all applicable health & safety laws and regulations and rules, guidelines and procedures otherwise provided for under this contract and ensures that his Subcontractors, employees and others under the *Supplier's* direction and control, likewise observe and comply with the foregoing.

- Z6.2 The *Supplier*, in and about the execution of the supply, complies with all applicable environmental laws and regulations and rules, guidelines and procedures otherwise provided for under this contract and ensures that his Subcontractors, employees and others under the *Supplier's* direction and control, likewise observe and comply with the foregoing.

Z7 Provision of a Tax Invoice and interest. Add to core clause 51

- Z7.1 Within one week of receiving a payment certificate from the *Supply Manager* in terms of core clause 51.1, the *Supplier* provides the *Purchaser* with a tax invoice in accordance with the *Purchaser's* procedures stated in the Goods Information, showing the amount due for payment equal to that stated in the payment certificate.
- Z7.2 If the *Supplier* does not provide a tax invoice in the form and by the time required by this contract, the time by when the *Purchaser* is to make a payment is extended by a period equal in time to the delayed submission of the correct tax invoice. Interest due by the *Purchaser* in terms of core clause 51.2 is then calculated from the delayed date by when payment is to be made.
- Z7.3 The *Supplier* (if registered in South Africa in terms of the companies Act) is required to comply with the requirements of the Value Added Tax Act, no 89 of 1991 (as amended) and to include the *Purchaser's* VAT number 4740101508 on each invoice he submits for payment.

Z8 Notifying compensation events

- Z8.1 Delete from the last sentence in core clause 61.3 the words, "unless the event arises from the *Supply Manager* giving an instruction, changing an earlier decision or correcting an assumption".

Z9 Purchaser's limitation of liability

- Z9.1 The *Purchaser's* liability to the *Supplier* for the *Supplier's* indirect or consequential loss is limited to R0.00 (zero Rand)
- Z9.2 The *Supplier's* entitlement under the indemnity in 83.1 is provided for in 60.1(12) and the *Purchaser's* liability under the indemnity is limited.

Z10 Termination: Add to core clause 91.1, at the second main bullet point, fourth sub-bullet point, after the words "against it":

- Z10.1 or had a business rescue order granted against it.

Z11 Addition to secondary Option X7 Delay damages (if applicable in this contract)

- Z11.1 If the amount due for the *Supplier's* payment of delay damages reaches the limits stated in this Contract Data for Option X7, the *Purchaser* may terminate the *Supplier's* obligation to Provide the Goods and Services using the same procedures and payment on termination as those applied for reasons R1 to R15 or R18 stated in the Termination Table.

Z12 Ethics

For the purposes of this Z-clause, the following definitions apply:

Affected Party	means, as the context requires, any party, irrespective of whether it is the <i>Supplier</i> or a third party, such party's employees, agents, or Subcontractors or Subcontractor's employees, or any one or more of all of these parties' relatives or friends,
Coercive Action	means to harm or threaten to harm, directly or indirectly, an Affected Party or the property of an Affected Party, or to otherwise influence or attempt to influence an Affected Party to act unlawfully or illegally,
Collusive Action	means where two or more parties co-operate to achieve an unlawful or illegal purpose, including to influence an Affected Party to act unlawfully or illegally,
Committing Party	means, as the context requires, the <i>Supplier</i> , or any member thereof in the case of a joint venture, or its employees, agents, or Subcontractors or the Subcontractor's employees,
Corrupt Action	means the offering, giving, taking, or soliciting, directly or indirectly, of a good or service to unlawfully or illegally influence the actions of an Affected Party,
Fraudulent Action	means any unlawfully or illegally intentional act or omission that misleads, or attempts to mislead, an Affected Party, in order to obtain a financial or other benefit or to avoid an obligation or incurring an obligation,
Obstructive Action	means a Committing Party unlawfully or illegally destroying, falsifying, altering or concealing information or making false statements to materially impede an investigation into allegations of Prohibited Action, and
Prohibited Action	means any one or more of a Coercive Action, Collusive Action Corrupt Action, Fraudulent Action or Obstructive Action.

Z12.1 A Committing Party may not take any Prohibited Action during the course of the procurement of this contract or in execution thereof.

Z12.2 The *Purchaser* may terminate the *Supplier's* obligation to Provide the Services if a Committing Party has taken such Prohibited Action and the *Supplier* did not take timely and appropriate action to prevent or remedy the situation, without limiting any other rights or remedies the *Purchaser* has. It is not required that the Committing Party had to have been found guilty, in court or in any other similar process, of such Prohibited Action before the *Purchaser* can terminate the *Supplier's* obligation to Provide the Services for this reason.

Z12.3 If the *Purchaser* terminates the *Supplier's* obligation to Provide the Services for this reason, the amounts due on termination are those intended in core clauses 92.1 and 92.2.

Z12.4 A Committing Party co-operates fully with any investigation pursuant to alleged Prohibited Action. Where the *Purchaser* does not have a contractual bond with the Committing Party, the *Supplier* ensures that the Committing Party co-operates fully with an investigation.

Z13Insurance

Z 13.1 Replace core clause 84 with the following:

Insurance cover	84	
	84.1	When requested by a Party, the other Party provides certificates from his insurer or broker stating that the insurances required by this contract are in force.
	84.2	The <i>Supplier</i> provides the insurances stated in the Insurance Table A for events which are at the <i>Supplier's</i> risk from the <i>starting date</i> until the last <i>defects date</i> or a termination certificate has been issued.

INSURANCE TABLE A

Insurance against	Minimum amount of cover or minimum limit of indemnity
Loss of or damage to the <i>goods</i> , plant and materials	The replacement cost where not covered by the <i>Purchaser's</i> insurance. The <i>Purchaser's</i> policy deductible as at Contract Date, where covered by the <i>Purchaser's</i> insurance.
Liability for loss of or damage to property (except the <i>goods</i> , plant and materials and equipment) and liability for bodily injury to or death of a person (not an employee of the <i>Supplier</i>) caused by activity in connection with this contract	<u>Loss of or damage to property</u> <u>Purchaser's property</u> The replacement cost where not covered by the <i>Purchaser's</i> insurance. The <i>Purchaser's</i> policy deductible as at Contract Date, where covered by the <i>Purchaser's</i> insurance. <u>Other property</u> The replacement cost <u>Death of or bodily injury</u> The amount required by the applicable law.
Liability for death of or bodily injury to employees of the <i>Supplier</i> arising out of and in the course of their employment in connection with this contract	The amount required by the applicable law

Z 13.2 Replace core clause 87 with the following:

**Insurance by
the *Purchaser***

87

87.1 The *Purchaser* provides the insurances stated in the Insurance Table B

INSURANCE TABLE B

Insurance against or name of policy	Minimum amount of cover or minimum of indemnity
Assets All Risk	Per the insurance policy document
Contract Works insurance	Per the insurance policy document
Environmental Liability	Per the insurance policy document
General and Public Liability	Per the insurance policy document
Transportation (Marine)	Per the insurance policy document
Motor Fleet and Mobile Plant	Per the insurance policy document
Terrorism	Per the insurance policy document
Cyber Liability	Per the insurance policy document
Nuclear Material Damage and Business Interruption	Per the insurance policy document

Nuclear Material Damage Terrorism	Per the insurance policy document
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Z14 Nuclear Liability

- Z14.1 The *Purchaser* is the operator of the Koeberg Nuclear Power Station (KNPS), a nuclear installation, as designated by the National Nuclear Regulator of the Republic of South Africa, and is the holder of a nuclear licence in respect of the KNPS.
- Z14.2 The *Purchaser* is solely responsible for and indemnifies the *Supplier* or any other person against any and all liabilities which the *Supplier* or any person may incur arising out of or resulting from nuclear damage, as defined in Act 47 of 1999, save to the extent that any liabilities are incurred due to the unlawful intent of the *Supplier* or any other person or the presence of the *Supplier* or that person or any property of the *Supplier* or such person at or in the KNPS or on the KNPS site, without the permission of the *Purchaser* or of a person acting on behalf of the *Purchaser*.
- Z14.3 Subject to clause Z14.4 below, the *Purchaser* waives all rights of recourse, arising from the aforesaid, save to the extent that any claims arise or liability is incurred due or attributable to the unlawful intent of the *Supplier* or any other person, or the presence of the *Supplier* or that person or any property of the *Supplier* or such person at or in the KNPS or on the KNPS site, without the permission of the *Purchaser* or of a person acting on behalf of the *Purchaser*.
- Z14.4 The *Purchaser* does not waive its rights provided for in section 30 (7) of Act 47 of 1999, or any replacement section dealing with the same subject matter.
- Z14.5 The protection afforded by the provisions hereof shall be in effect until the KNPS is decommissioned.

Z15 Asbestos

For the purposes of this Z-clause, the following definitions apply:

AAIA	means approved asbestos inspection authority.
ACM	means asbestos containing materials.
AL	means action level, i.e. a level of 50% of the OEL, i.e. 0.1 regulated asbestos fibres per ml of air measured over a 4 hour period. The value at which proactive actions is required in order to control asbestos exposure to prevent exceeding the OEL.
Ambient Air	means breathable air in area of work with specific reference to breathing zone, which is defined to be a virtual area within a radius of approximately 30cm from the nose inlet.
Compliance Monitoring	means compliance sampling used to assess whether or not the personal exposure of workers to regulated asbestos fibres is in compliance with the Standard's requirements for safe processing, handling, storing, disposal and phase-out of asbestos and asbestos containing material, equipment and articles.
OEL	means occupational exposure limit.
Parallel Measurements	means measurements performed in parallel, yet separately, to existing measurements to verify validity of results.

Safe Levels	means airborne asbestos exposure levels conforming to the Standard's requirements for safe processing, handling, storing, disposal and phase-out of asbestos and asbestos containing material, equipment and articles.
Standard	means the <i>Purchaser's</i> Asbestos Standard 32-303: Requirements for Safe Processing, Handling, Storing, Disposal and Phase-out of Asbestos and Asbestos Containing Material, Equipment and Articles.
SANAS	means the South African National Accreditation System.
TWA	means the average exposure, within a given workplace, to airborne asbestos fibres, normalised to the baseline of a 4 hour continuous period, also applicable to short term exposures, i.e. 10-minute TWA.

- Z15.1 The *Purchaser* ensures that the Ambient Air in the area where the *Supplier* will Provide the Services conforms to the acceptable prescribed South African standard for asbestos, as per the regulations published in GNR 155 of 10 February 2002, under the Occupational Health and Safety Act, 1993 (Act 85 of 1993) ("Asbestos Regulations"). The OEL for asbestos is 0.2 regulated asbestos fibres per millilitre of air as a 4-hour TWA, averaged over any continuous period of four hours, and the short term exposure limit of 0.6 regulated asbestos fibres per millilitre of air as a 10-minute TWA, averaged over any 10 minutes, measured in accordance with HSG248 and monitored according to HSG173 and OESSM.
- Z15.2 Upon written request by the *Supplier*, the *Purchaser* certifies that these conditions prevail. All measurements and reporting are effected by an independent, competent, and certified occupational hygiene inspection body, i.e. a SANAS accredited and Department of Employment and Labour approved AAIA. The *Supplier* may perform Parallel Measurements and related control measures at the *Supplier's* expense. For the purposes of compliance the results generated from Parallel Measurements are evaluated only against South African statutory limits as detailed in clause Z15.1. Control measures conform to the requirements stipulated in the AAIA-approved asbestos work plan.
- Z15.3 The *Purchaser* manages asbestos and ACM according to the Standard.
- Z15.4 In the event that any asbestos is identified while Providing the Services, a risk assessment is conducted and if so required, with reference to possible exposure to an airborne concentration of above the AL for asbestos, immediate control measures are implemented and relevant air monitoring conducted in order to declare the area safe.
- Z15.5 The *Supplier's* personnel are entitled to stop working and leave the contaminated area forthwith until such time that the area of concern is declared safe by either Compliance Monitoring or an AAIA approved control measure intervention, for example, per the emergency asbestos work plan, if applicable.
- Z15.6 The *Supplier* continues to Provide the Services, without additional control measures presented, on presentation of Safe Levels. The contractually agreed dates to Provide the Services, including the Completion Date, are adjusted accordingly. The contractually agreed dates are extended by the notification periods required by regulations 3 and 21 of the Asbestos Regulations.
- Z15.7 Any removal and disposal of asbestos, asbestos containing materials and waste, is done by a registered asbestos contractor, instructed by the *Purchaser* at the *Purchaser's* expense, and conducted in line with South African legislation.

The Supply Requirements for this contract are based on the use of INCOTERMS:

The *Supplier* supplies the *goods* in accordance with INCOTERMS 2010³ as follows:

Group	Category	Term	Delivery Place
	Delivery Costs Included	DCI	Koeberg Nuclear Power Station site stores

The Parties obligations described in Incoterms for the category and term selected are now incorporated into this contract as part of the Supply Requirements and hence the Goods Information.

The obligations of seller and buyer for the selected Incoterm determine each Party's costs, risks and insurance requirements incidental to the supply and transport of the *goods* from *Supplier* to *Purchaser*.

For each of the thirteen terms, Incoterms set out obligations of the seller (the *Supplier*) in ten paragraphs identified as A1 to A10 and the corresponding obligations of the buyer (the *Purchaser*) in paragraphs B1 to B10. These obligations cover the following subjects:

A	The <i>Supplier's</i> obligations	B	The <i>Purchaser's</i> obligations
A1	Provision of goods in conformity with contract	B1	Payment of the price
A2	Licences, authorisations and formalities	B2	Licences, authorisations and formalities
A3	Contracts of carriage and insurance	B3	Contracts of carriage and insurance
A4	Delivery	B4	Taking delivery
A5	Transfer of risks	B5	Transfer of risks
A6	Division of costs	B6	Division of costs
A7	Notice to the buyer	B7	Notice to the seller
A8	Proof of delivery, transport document or equivalent electronic message	B8	Proof of delivery, transport document or equivalent electronic message
A9	Checking - packing - marking	B9	Inspection of goods
A10	Other obligations	B10	Other obligations

All other information NOT pertinent to the above is given in the balance of the Goods Information

³ International Chamber of Commerce, Incoterms 2010, Paris, January 2011

The Supply Requirements for this contract are as follows:

[Use these when INCOTERMS do not apply].

1. The requirements for the supply are	Supply and delivery of Stationery	
2. The requirements for transport are	Roadworthy delivery vehicles that is appropriate to deliver Stationery stock to Koeberg Nuclear Power Station	
3. The delivery place is	Koeberg Nuclear Power Station, Site Stores	
4. Actions of the Parties during supply	Action	Party which does it
	Giving notice of Delivery	Supplier
	Checking packing and marking before dispatch	Supplier
	Contracting for transport	Supplier
	Pay costs of transport	Supplier
	Arrange access to delivery place	Supplier
	Loading the <i>goods</i>	Supplier
	Unloading the <i>goods</i>	Supplier
For international procurement	Undertake export requirements	N/A
	Undertake import requirements	N/A
5. Information to be provided by the <i>Supplier</i>	Supply and delivery of Stationery	
	Packing lists for cases and their contents	
	Copy of invoice for the <i>goods</i>	
	Delivery Note	
	Test results and maintenance manuals only if requested by <i>Supply Manager</i>	

All other information NOT pertinent to the above is given in the balance of the Goods Information

C1.2 Contract Data

Part two - Data provided by the *Supplier*

Supply and Delivery of Stationery for Nuclear Operating Unit

Notes to a tendering supplier:

1. Please read both the NEC3 Supply Contract (SC3)⁴ and the relevant parts of its Guidance Notes (SC3-GN)⁵ in order to understand the implications of this Data which the tenderer is required to complete.
2. The number of the clause which requires the data is shown in the left hand column for each statement however other clauses may also use the same data
3. Where a form field like this [] appears, data is required to be inserted relevant to the option selected. Click on the form field **once** and type in the data. Otherwise complete by hand and in ink.

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

Clause	Statement	Data												
10.1	The <i>Supplier</i> is (Name): Address Tel No. Fax No.													
11.2(8)	The Goods Information for the <i>Supplier's</i> design is in:													
11.2(11)	The tendered total of the Prices is	R , (in words)												
11.2(12)	The <i>price schedule</i> is in:													
11.2(14)	The following matters will be included in the Risk Register													
25.2	The restrictions to access for the <i>Supply Manager</i> and Others to work being done for this contract are													
30.1	The <i>delivery date</i> of the goods and services is:	<table> <tr> <th></th><th><i>goods and services</i></th><th><i>delivery date</i></th></tr> <tr> <td>1</td><td>[•]</td><td>[•]</td></tr> <tr> <td>2</td><td>[•]</td><td>[•]</td></tr> <tr> <td>3</td><td>[•]</td><td>[•]</td></tr> </table>		<i>goods and services</i>	<i>delivery date</i>	1	[•]	[•]	2	[•]	[•]	3	[•]	[•]
	<i>goods and services</i>	<i>delivery date</i>												
1	[•]	[•]												
2	[•]	[•]												
3	[•]	[•]												
31.1	The programme identified in the Contract Data is contained in:													
63.2	The <i>percentage for overheads and profit</i> added to the Defined Cost is	%												

⁴ Either April 2013 or December 2009 Edition as stated by *Purchaser* in Contract Data part 1.

⁵ Available from Engineering Contract Strategies Tel 011 803 3008, Fax 086 539 1902, or www.ecs.co.za

PART 2: PRICING DATA
NEC3 Supply Contract

Document reference	Title	No of pages
C2.1	Pricing assumptions	2
C2.2	The <i>price schedule</i>	[•]

C2.1 Pricing assumptions

1. How *goods* and *services* are priced and assessed for payment

Clause 11 in NEC3 Supply Contract, (SC3) core clauses states:

Identified and defined terms	11	
	11.2	(11) The Prices are the amounts stated in the price column of the Price Schedule. Where a quantity is stated for an item in the Price Schedule, the Price is calculated by multiplying the quantity by the rate.
		(12) The Price Schedule is the <i>price schedule</i> unless later changed in accordance with this contract.
Assessing the amount due	50.2	The amount due is
		<ul style="list-style-type: none">the Price for each lump sum item in the Price Schedule which the <i>Supplier</i> has completed,where a quantity is stated for an item in the Price Schedule, an amount calculated by multiplying the quantity which the <i>Supplier</i> has completed by the rate,plus other amounts to be paid to the <i>Supplier</i>,less amounts to be paid by or retained from the <i>Supplier</i>.
		Any tax which the law requires the <i>Purchaser</i> to pay to the <i>Supplier</i> is included in the amount due.

This confirms that the Supply Contract is a priced contract where the Prices are derived from a list of items of *goods* and *services* which can be priced as lump sums or as expected quantities of *goods* and *services* multiplied by a rate, or a mix of both.

2. Function of the Price Schedule

Clause 53.1 states: "Information in the Price Schedule is not Goods Information". This confirms that instructions to do work or how it is to be done are not included in the Price Schedule but in the Goods Information. This is further confirmed by Clause 20.1 which states, "The *Supplier* Provides the Goods and Services in accordance with the Goods Information". Hence the *Supplier* does **not** Provide the Goods and Services in accordance with the Price Schedule. The Price Schedule is only a pricing document.

3. Preparing the *price schedule*

Items in the *price schedule* may have been inserted by the *Purchaser* and the tendering supplier should insert any additional items which he considers necessary. Whichever party provides the items in the *price schedule* the total of the Prices is assumed to be fully inclusive of everything necessary to Provide the Goods and Services as described at the time of entering into this contract.

It will be assumed that the tendering supplier has

- Read Pages 8, 11, 12 and Appendix 5 of the SC3 Guidance Notes before preparing the *price schedule*;
- Included in his Prices and rates for correction of Defects (core clause 43.1) as there is no compensation event for this unless the Defect is due to a *Supplier's* risk;

- Spread the cost of doing work he chooses not to list as separate items in the *price schedule* across other Prices and rates in order to fulfil the obligation to Provide the Goods and Services for the tendered total of the Prices;
- Understood that there is no adjustment to lump sum prices in the *price schedule* if the amount, or quantity, of work within that lump sum item later turns out to be different to that which the *Supplier* estimated at time of tender. The only basis for a change to the Prices is as a result of a compensation event per clause 60.1;
- Understood that the *Supplier* does not have to allow in his Prices and rates for matters that may arise as a result of a compensation event.

3.1. Format of the *price schedule*

Entries in the first four columns in the *price schedule* in section C2.2 are made either by the *Purchaser* or the tendering supplier.

If the *Supplier* is to be paid an amount for the item which is not adjusted if the quantity of work in the item changes, the tendering supplier enters the amount in the Price column only, the Unit, Quantity and Rate columns being left blank.

If the *Supplier* is to be paid an amount for the item which is the rate for the item multiplied by the quantity completed, the tendering *Supplier* enters the rate which is then multiplied by the Quantity to produce the Price, which is also entered.

If the *Supplier* is to be paid an amount for an item proportional to the length of time for which the *goods* and *services* are provided, a unit of time is stated in the Unit column and the length of time (as a quantity of the stated units of time) is stated in the Quantity column.

C2.2 the *price schedule*

Material	Short Text	Estimated Quantity	Unit	Rate per unit	Price
0650044	ADHESIVE:GLUE CLEAR;TUBE 25 ML	16	EA		
0650045	ADHESIVE:GLUE STICK;TUBE 40 G	2 500	EA		
0539016	ADHESIVE:PRESTIK;100 G	1 400	EA		
0160217	ADHESIVE:SUPERGLUE;TUBE 3 G	50	EA		
0655531	BAND ELSTC:WD 1.5 MM;LG 35 MM;NATURAL	1 100	EA		
0650394	BINDING ELEMENT:SPIRAL;DIA 12 MM	1 600	EA		
0652871	BOOK DSPLY:FLIP FILE;A4;20 POCKET	1 200	EA		
0652872	BOOK DSPLY:FLIP FILE;A4;30 POCKET	3 300	EA		
0539042	BOOK EXRCS:2 QUIRE;A4;192;HARD;PAPER	8 600	EA		
0521496	BOOK EXRCS:A5;HARD	1 000	EA		
0654259	BOOK EXRCS:JD163;A4;364;HARD;CARDBOARD	150	EA		
0655292	BOOK EXRCS:JD7567 INDEX;A4;192;HARD	200	EA		
0541105	BOOK EXRCS:NOTE;A5;192 PG;HARD;BLACK	1 600	EA		
0538173	BOOK EXRCS:NOTE;A6;144;HARDCOVER;PAPER	3 400	EA		
0017482	BOOK REC:SHORTHAND NOTE, STENO PAD	5 300	EA		
0667283	BOOK:COUNTER HARD COVER;A4;HARD COVER	600	EA		
0650384	BOOK:INDEX;NOTES;A5 MM;HARD;192	3 000	EA		
0685469	BOOK:NOTE;EXAM PAD;A4; WD 210 X LG 297	200	EA		
0655177	BOX FILG:TIDY LIGHTWEIGHT;WD 110 MM;260	300	EA		
0654031	CALCULATOR:DESKTOP;12;O/P LCD	25	EA		
0650360	CARD MEM:USB STICK;16 GB	50	EA		
0652863	CARD MEM:USB STICK;32 GB	350	EA		
0650359	CARD MEM:USB STICK;8 GB	50	EA		
0648840	CARDBOARD SHT:PROJECT;A4;160 G/M2	20	EA		
0534267	CLEANER:WHITE BOARD PARROT;LIQD;250 ML	350	EA		
0654002	CLIP PPR:BULLDOG;LG 25 MM;STEEL	400	EA		
0654010	CLIP PPR:BULLDOG;LG 50 MM;STEEL	350	EA		
0653925	CLIP PPR:GEM;LG 33 MM;STL;ASSORTED	1 900	EA		
0653931	CLIP PPR:GEM;LG 50 MM;STL;COLORED	250	EA		
0653941	CLIP PPR:GEM;LG 50 MM;STL;SILVER	200	EA		
0538572	CLIP PPR:STATIONERY;LG 33 MM;STL;SILVER	150	EA		
0534405	CLIP PPR:STATIONERY;LG 50 MM;STL;SILVER	150	EA		
0653905	CLIP:FOLDBACK;19 MM;STL	100	EA		
0653907	CLIP:FOLDBACK;25 MM;STL	100	EA		
0653912	CLIP:FOLDBACK;32 MM;STL	100	EA		
0653915	CLIP:FOLDBACK;41 MM;STL	20	EA		
0653960	CLIPBOARD:WD 210 MM;LG 297 MM;PVC	200	EA		
0017402	CORRECTION FLUID:THINNER	20	EA		
0625767	COVER:BINDING;A4;PLASTIC;CLEAR	50	PAC		
0542374	DISPENSER:POP UP NOTES	900	EA		
0536705	DIVIDER INDX:FILE 5 TAB;A4	3 500	EA		
0655415	DIVIDER INDX:PAPER;MANILLA 10 TAB;A4	800	EA		

0655421	DIVIDER INDX:POLYPROPYLENE;BANTEX 7 TABS	150	EA		
0650300	DIVIDER INDX:PVC;1-10;A4	500	EA		
0650298	DIVIDER INDX:PVC;1-5;A4	250	EA		
0650297	DIVIDER INDX:PVC;A-Z;A4	350	EA		
0650299	DIVIDER INDX:PVC;JAN-DEC;A4	200	EA		
0650294	DIVIDER INDX:PVC;TAB 10 TAB;A4	4 400	EA		
0654063	ENVELOPE:C3;WHITE;BLANK;GUMMED FLAP	150	EA		
0650292	ENVELOPE:WD 229 X LG 324 MM;WHITE;BLANK	50	EA		
0696462	ENVLP STNRY:MANILLA;C4;BROWN;POSTAL	50	EA		
0655884	ENVLP STNRY:NO WINDOW;C3;BROWN;SELF SEAL	30	EA		
0521491	ERASER BRD:DUSTER, WHITEBOARD	200	EA		
0655645	ERASER RUBR:PENTEL ZE11T CLIC-ERASER	450	EA		
0689143	ERASER RUBR:PLASTIC;55 X 22 MM;WHITE	550	EA		
0663902	ERASER RUBR:SYNTHETIC;60 X 20 MM;WHITE	3 200	EA		
0655233	FILE STNRY:40MM LEVER ARCH;A4;CARDBOARD	1 200	EA		
0654140	FILE STNRY:ARCH LEVER;40 MM;PV;BLACK	2 000	EA		
0655408	FILE STNRY:ARCH LEVER;A4;CARDBOARD	600	EA		
0683877	FILE STNRY:ARCH LEVER;A4;PV;BLUE;40;2	100	EA		
0655661	FILE STNRY:GIANT ARCH LEVER;A4;CARDBOARD	200	EA		
0159497	FILE STNRY:POCKET;A4;PV;CLEAR	850	EA		
0654102	FILE:CONTAINER,TIDY;A4;SOLID PLASTIC	50	EA		
0539494	FOLDER FILE:CARRY	2 500	EA		
0683508	FOLDER FILE:CARRY FOLDERS;A4;PLASTIC	300	EA		
0554229	FOLDER FILE:HD;A4;CARDBOARD;YELLOW	150	EA		
0654279	FOLDER:PRESENTATION 3210;A4;CARRY	100	EA		
0528274	FOLDER:PVC;A4;CARRY;ASSORTED;PLASTIC	6 800	EA		
0654304	FOLDER:SECRETERIAL, 2 SIDES OPEN;A4	1 050	EA		
0654721	INK:PILOT;BLUE, RED, BLACK;30 ML	100	EA		
0655230	LABEL:FLAG;WD 12 X LG 45 MM;ASSORTED	150	EA		
0521489	LABEL:FLAGS, POST IT;3M;4 COLORS;BLANK	350	EA		
0655739	LABEL:OPTIPLAN OPTI TABS ALPHA;PAPER	750	EA		
0654123	LABEL:REINFORCEMENT RINGS;DIA 14 MM;PVC	150	EA		
0654137	LABEL:SELF ADHESIVE;C10,C13,C19,C25,C32	250	EA		
0655444	LEAD PNCL:0.5 MM;HB	1 000	EA		
0158751	LEAD PNCL:0.7 MM;HB;12	600	EA		
0535140	MARKER FELT TIP:ASSORTED	350	EA		
0540834	MARKER FELT TIP:HIGHLIGHTERS WALLET	1 800	EA		
0521183	MARKER FELT TIP:HIGHLIGTHER	1 500	EA		
0650357	MARKER FELT TIP:PERMANENT;ASSORTED	400	EA		
0655389	MARKER FELT TIP:PERMANENT;ASSORTED	3 200	EA		
0542407	MARKER FELT TIP:WHITE BOARD;ASSORTED	450	EA		
0654250	MARKER FELT TIP:WHITEBOARD;ASSORTED	1 400	EA		
0017465	MARKER FELT TIP:WHITEBOARD;BLACK;BROAD	150	EA		
0017466	MARKER FELT TIP:WHITEBOARD;BLUE;BROAD	100	EA		
0017469	MARKER FELT TIP:WHITEBOARD;GREEN;BROAD	50	EA		
0017471	MARKER FELT TIP:WHITEBOARD;RED;BROAD	200	EA		
0515936	PAD WRTG PPR:EXAM EXECUTIVE;A4	800	EA		
0654812	PAD WRTG PPR:EXAM PUNCH;A4;BLACK;80;YES	3 400	EA		
0654843	PAD WRTG PPR:FLAGS, POST IT;SQ 73 MM;683	400	EA		
0654845	PAD WRTG PPR:NEON, POST IT;SQ 76 MM;653	4 100	EA		
0533285	PAD WRTG PPR:NOTES;SQ 76 MM;YELLOW;1200	850	EA		
0654326	PAD WRTG PPR:POST IT;WD 35 X LG 51 MM;NO	3 700	EA		

0533129	PAD:POST-IT;SQ 76 MM;PAPER	4 800	EA		
0655586	PAPER BOND:A4;VARIOUS PASTEL;SHEET	20	EA		
0648841	PAPER RL:CONTINUOUS;WD 914 MM X LG 50M	80	EA		
0546605	PEN BALL PNT:BIC CLIC;1 MM;BLACK;LIQD	1 500	EA		
0550669	PEN BALL PNT:BIC CLIC;1 MM;RED;LIQD	350	EA		
0650365	PEN BALL PNT:BK, SUPERB;0.7 MM;ASSORTED	2 000	EA		
0535043	PEN BALL PNT:PENTEL SUPERB BK77 FINE;0.7	5 000	EA		
0655480	PEN BALL PNT:BLG2 PILOT;1.0 MM;BLACK	2 000	EA		
0650389	PEN BALL PNT:BX V5 EXTRA FINE;0.5 MM	2 500	EA		
0650366	PEN BALL PNT:G2;0.7 MM;ASSORTED;GEL	4 500	EA		
0650362	PEN BALL PNT:PENTEL CLICK;1 MM;ASSORTED	12 000	EA		
0650383	PEN BALL PNT:SUPER GRIP RETRACT;0.7 MM	3 500	EA		
0655639	PEN BALL PNT:UB-157 EYE ROLL;0.7 MM	250	EA		
0655047	PEN BALL PNT:V BALL;0.5 MM;BLACK	1 100	EA		
0536573	PEN CORCTN:FINE POINT	4 500	EA		
0541380	PEN CORCTN:WHITE;0.5 MM;4.2 ML;ZL72W	600	EA		
0542023	PEN CORCTN:WHITE;0.5 MM;7 ML;ZLC21-W	100	EA		
0151913	PEN INSTR:RECORDER;BLACK;1 MM;FIBER	50	EA		
0151385	PEN INSTR:RECORDER;BLUE;1 MM;FIBER	30	EA		
0689148	PEN:BIC CLICK;BLACK	10 000	EA		
0650368	PEN:GEL GRIP HYBRID;ASSORTED	1 000	EA		
0650369	PEN:HYBRID GEL RETRACTABLE;ASSORTED	1 500	EA		
0521723	PEN:PENTEL 0.3 MM LINE;BLUE	150	EA		
0518789	PEN:PENTEL HYBRID;BLACK	20	EA		
0156293	PEN:RED	1 200	EA		
0650364	PEN:ROLLER BALL;ASSORTED	350	EA		
0017448	PENCIL MECH:CLUTCH CUSHION POINT;0.5 MM	1 500	EA		
0655451	PENCIL MECH:CLUTCH;ASORTED;0.7 MM	2 500	EA		
0655450	PENCIL:WOOD;B;BLACK;STAEDTLER TRADITION	850	EA		
0017266	POCKET VSB INDX FILE:DOCUMENT;A4;CLEAR	52 200	EA		
0540048	POCKET VSB INDX FILE:LAMINATING POUCHES	1 100	EA		
0655427	POCKET VSB INDX FILE:TWINLOCK;A4;PVC	30	EA		
0652844	POINTER LSR:PRESENTATION;20 M	150	EA		
0693772	POUCH:LAMINATING;A3;PVC, CLEAR	100	EA		
0683743	POUCH:LAMINATING;A4;PVC, CLEAR	300	EA		
0542592	PUNCH PPR:HD	50	EA		
0017433	PUNCH PPR:M	300	EA		
0655626	PUNCH PPR:PREMIUM P240;6 MM;2;HAND;HEAVY	200	EA		
0536009	REFILL MEMO CUBE:WHITE	600	EA		
0537374	REMOVER STPL:BANTEX	1 000	EA		
0518838	RULER:30 CM;PLASTIC	1 200	EA		
0650385	RULER:SHATTERPROOF;30 CM	3 400	EA		
0650387	SCISSORS:LG 212 MM;ORANGE	2 000	EA		
0650388	SCISSORS:LG 212 MM;SMOKED	550	EA		
0521184	SHARPENER PNCL:2	600	EA		
0655208	STAMP:TRODAT 5460 TRO5460P;DATER	30	EA		
0655580	STAPLE:HD;23/6;WD 6 MM	200	EA		
0654126	STAPLE:PAPER;23;WD 16 MM;10 MM	2 000	EA		
0655051	STAPLER:HD;HD210	50	EA		
0655046	STAPLER:JUNO PLUS;210	850	EA		
0540837	STAPLER:PAPER;24/6 OR 26/6;2-15 OR 2-20	300	EA		
0538698	STAPLERS REXEL NO.56	300	EA		

0541840	STO AWAY 5 COMPARTMENT	100	EA		
0655057	TACK:DRAWING;11 MM	30	EA		
0160458	TAG KEY:WD 22 X LG 48 MM;BLANK;VARIOUS	700	EA		
0650391	TAPE ADHSV:BUFF, SELLO;VINYL;CLEAR	1 000	EA		
0683777	TAPE ADHSV:CLEAR SELF-ADHESIVE ROLL;70	150	EA		
0016500	TAPE ADHSV:DOUBLE SIDED;WHITE;4008	150	EA		
0599845	TAPE ADHSV:PACKAGING BUFF;PLASTIC	30	EA		
0650392	TAPE ADHSV:SELLO;WD 12 X LG 66 MM;VINYL	350	EA		
0650393	TAPE ADHSV:SELLO;WD 24 X LG 66 MM;VINYL	2 000	EA		
0653986	THIMBLE FNGR PROT:NO 1;RUBBER;RED	1 600	EA		
0534227	TRAY SET DESK:3;LETTER;CLEAR	100	EA		
0650301	WALLET:DOCUMENT A4;POLYPROPYLENE	1 000	EA		
0725275	BOX:080081 / ABCBRD / LRG;WD 225 MM	8 500	EA		
0725278	BOX:AAC - A4- KR (ARCHIVE CONTAINER;215	3 500	EA		
0725279	BOX FOLDG:DISPOSABLE UNIVERSAL CLIP;WD 5	3 500	EA		
0222678	PAPER BOND:A4;PINK LIGHT;BOX 5 RM;80	60	EA		
0222082	PAPER BOND:A4;GREEN LIGHT;SHEET;80 G/M2	130	EA		
0017241	FASTENER FILE:TWINCLIP;80 MM;STEEL	100	EA		
0185343	2-RING BINDER FILE A4; SPINE WD 65 MM	150	EA		
0534579	TAPE EMBSG:BLACK/WHITE;24 MM;160 UM;8 M	60	EA		
0650381	BINDING ELEMENT:SPIRAL;DIA 10 MM	100	EA		
0535499	STAND:CASTOR, FLIP CHART MAGNETIC	20	EA		
0648845	CARDBOARD SHT:PROJECT;A2;160 G/M2	30	EA		
0648846	CARDBOARD SHT:PROJECT;A3;160 G/M2	40	EA		
0650293	BINDING ELEMENT:SPIRAL;DIA 45 MM	100	EA		
0650296	BINDING ELEMENT:SPIRAL;DIA 8 MM	100	EA		
0651961	CARDBOARD SHT:PROJECT;A4;BRIGHT;160 G/M2	50	EA		
0650303	BINDING ELEMENT:SPIRAL;DIA 6 MM	100	EA		
0652785	STAMP:TRODAT 5208;DATE	60	EA		
0652868	PRINTER LBL	5	EA		
0653059	PAPER:SHEET;A4;PASTEL RED	50	EA		
0653999	CLIP:BULLDOG;75 MM;STEEL	350	EA		
0654013	CLIP PPR:BULLDOG;LG 60 MM;STEEL	350	EA		
0654028	INK STMP PAD:RUBBER;BLACK;BOX	50	EA		
0654039	CALCULATOR SCNTFC:2 LINE;BATTERY;12	70	EA		
0654144	BINDING ELEMENT:SPIREL;28 MM	100	EA		
0654146	BINDING ELEMENT:SPIREL;19 MM	100	EA		
0654147	BINDING ELEMENT:SPIREL;22 MM	100	EA		
0654151	BINDING ELEMENT:SPIREL;25 MM	100	EA		
0654165	MACH BNDR:C12;22 MM;HAND;195 PG	5	EA		
0654286	PAD CHRT:FLIP;WD 610 X LG 860 MM;WHITE	120	EA		
0654373	PAD INK:STAMP PLASTIC;NO 3;BLACK	20	EA		
0654373	PAD INK:STAMP PLASTIC;NO 3;BLACK	40	EA		
0655068	STAPLE:GIANT;66/8;WD 8 MM	150	EA		
0655080	TAG:NO5 BUFF;BLANK;WD 60 X LG 121 MM	60	EA		
0655135	TAPE EMBSG:BLACK ON YELLOW;18 MM;160 UM	60	EA		
0655138	TAPE EMBSG:BLACK ON YELLOW;9 MM;160 UM;8	5	EA		
0655142	LABEL PRNTR:BROTHER DK 222050;PAPER	100	EA		
0655239	BINDING ELEMENT:100 IN BOX;14 MM;PLASTIC	100	EA		
0655289	BINDING ELEMENT:100 IN A BOX;16 MM	50	EA		
0655422	CLIPBOARD:WD 9 IN;LG 12 IN;MASONITE	35	EA		
0655423	BOARD MRKR:PLANT LOCATION;SMOOTH;WHITE	5	EA		

0655483	LAMINATOR:HEAT;H318;A3;HIGHSPEED	5	EA		
0655562	PRINTER LBL:P-TOUCH H110	35	EA		
0655662	BOARD MRKR:20 PEOPLE IN AND OUT MAGNETIC	50	EA		
0655881	LABEL PRNTR:TZ 231;PAPER;12 MM	100	EA		
0663908	PAD INK:STAMP;WD 65 X LG 105 MM	100	EA		
0663909	INK STMP PAD:REFILL;BLACK;LIQD	100	EA		
0683681	INK STMP PAD:REFILL;RED;REFILL STAMP PAD	300	EA		
0683682	STICKER:POST IT REPOSITIONAL FLAGS;VINYL	65	EA		
0686460	BOOK:MONTHLY TIME;CROXLEY JD 132;95	50	EA		
0701348	BIN WST:OFFICE;DIA 300 X HT 350 MM;BLUE	150	EA		
0685568	PAD MOUSE:GEL PILLOW;BLUE;RUBBER	150	EA		
0201555	PIN DOWL	500	EA		
0693774	FILE STNRY:LEVER ARCH 2 RING;A4, 70 MM	100	EA		
0701346	PEN BALL PNT:BIC CLIC;1 MM;GREEN;LIQD	500	EA		
0674223	CORD EXT:(3) CU;230 V;LG 10 M;16 A	100	M		
0533219	PEN BALL PNT:PARKER REFILL;M;BLACK	200	EA		
0533219	PARKER JOTTER BALLPOINT PEN - STAINLESS STEEL GOLD TRIM WITH BOX WITH SPECIFIED ENGRAVING	200	EA		
	DELIVERY COSTS (12 deliveries year for 5 years)	60	EA		

The total of the Prices

PART 3: SCOPE OF WORK

Document reference	Title	No of pages
	This cover page	1
C3.1	Purchaser's Goods Information	
C3.2	Supplier's Goods Information	
	Total number of pages	

C3.1: *PURCHASER'S* GOODS INFORMATION

Contents

Part 3: Scope of Work

C3.1: *Purchaser's* Goods Information 1

1	Overview and purpose of the <i>goods</i> and <i>services</i>	2
2	Specification and description of the <i>goods</i>	2
2.1	<i>Purchaser's</i> design	5
2.2	Procedure for submission and acceptance of <i>Supplier's</i> design.....	5
2.3	Other requirements of the <i>Supplier's</i> design	5
2.4	Use of <i>Supplier's</i> design	5
2.5	Manufacture & fabrication.....	5
2.6	Factory acceptance testing (FAT)	5
2.7	Other tests and inspections and commissioning in place of use.....	5
2.8	Operating manuals and maintenance schedules	6
3	Supply Requirements	6
4	Specification of the <i>services</i> to be provided	6
5	Constraints on how the <i>Supplier</i> Provides the Goods	6
5.1	Programming constraints.....	6
5.2	Work to be done by the Delivery Date	6
5.3	Marking the <i>goods</i>	7
5.4	Constraints at the delivery place and place of use	7
5.5	Cooperating with Others	7
5.6	Services & other things to be provided by the <i>Purchaser</i> or <i>Supplier</i>	7
5.7	Management meetings	7
5.8	Documentation control.....	7
5.9	Health and safety risk management	7
5.10	Environmental constraints and management	7
5.11	Quality.....	7
5.12	Invoicing and payment.....	8
5.13	Insurance provided by the <i>Purchaser</i>	8
5.14	Contract change management	8
5.15	Provision of bonds and guarantees	8
5.16	Records of Defined Cost, payments & assessments of compensation events to be kept by the <i>Supplier</i>	8
6	Procurement	8
6.1	Subcontracting.....	Error! Bookmark not defined.
6.1.1	Preferred subcontractors	Error! Bookmark not defined.
6.1.2	Limitations on subcontracting	Error! Bookmark not defined.
6.1.3	Spares and consumables	Error! Bookmark not defined.
6.1.4	Other requirements related to procurement	Error! Bookmark not defined.
6.1.5	Cataloguing requirements	Error! Bookmark not defined.
7	List of drawings	9
7.1	Drawings issued by the <i>Purchaser</i>	9
C3.2	<i>Supplier's</i> Goods Information	x

1 Overview and purpose of the *goods and services*

Nuclear Operating Unit (NOU) requires a contract to be established for the Supply of Stationery for the day-to-day office work of staff to complete their work. This is due to the high frequency of stationery purchase requisitions that we can consolidate into a single contract.

Presently the procurement department has frequent PR for ordering stationery. This puts a strain on the Buyers to repeatedly test the market and process various stationery related items. To make the procurement process more efficient and effective, a Supply Contract needs be establishment.

2 Specification and description of the *goods*

The specification for each stationery required is listed below and it has been confirmed by the manager

0650044	ADHESIVE:GLUE CLEAR;TUBE 25 ML
0650045	ADHESIVE:GLUE STICK;TUBE 40 G
0539016	ADHESIVE:PRESTIK;100 G
0160217	ADHESIVE:SUPERGLUE;TUBE 3 G
0655531	BAND ELSTC:WD 1.5 MM;LG 35 MM;NATURAL
0650394	BINDING ELEMENT:SPIRAL;DIA 12 MM
0652871	BOOK DSPLY:FLIP FILE;A4;20 POCKET
0652872	BOOK DSPLY:FLIP FILE;A4;30 POCKET
0539042	BOOK EXRCS:2 QUIRE;A4;192;HARD;PAPER
0521496	BOOK EXRCS:A5;HARD
0654259	BOOK EXRCS:JD163;A4;364;HARD;CARDBOARD
0655292	BOOK EXRCS:JD7567 INDEX;A4;192;HARD
0541105	BOOK EXRCS:NOTE;A5;192 PG;HARD;BLACK
0538173	BOOK EXRCS:NOTE;A6;144;HARDCOVER;PAPER
0017482	BOOK REC:SHORTHAND NOTE, STENO PAD
0667283	BOOK:COUNTER HARD COVER;A4;HARD COVER
0650384	BOOK:INDEX;NOTES;A5 MM;HARD;192
0685469	BOOK:NOTE;EXAM PAD;A4; WD 210 X LG 297
0655177	BOX FILG:TIDY LIGHTWEIGHT;WD 110 MM
0654031	CALCULATOR:DESKTOP;12;O/P LCD
0650360	CARD MEM:USB STICK;16 GB
0652863	CARD MEM:USB STICK;32 GB
0650359	CARD MEM:USB STICK;8 GB
0648840	CARDBOARD SHT:PROJECT;A4;160 GSM
0534267	CLEANER:WHITE BOARD PARROT;LIQUID;250 ML
0654002	CLIP PPR:BULLDOG;LG 25 MM;STEEL
0654010	CLIP PPR:BULLDOG;LG 50 MM;STEEL
0653925	CLIP PPR:GEM;LG 33 MM;STL;ASSORTED
0653931	CLIP PPR:GEM;LG 50 MM;STL;COLORED
0653941	CLIP PPR:GEM;LG 50 MM;STL;SILVER
0538572	CLIP PPR:LG 33 MM;SILVER
0534405	CLIP PPR:LG 50 MM;SILVER
0653905	CLIP:FOLDBACK;19 MM;STL
0653907	CLIP:FOLDBACK;25 MM;STL
0653912	CLIP:FOLDBACK;32 MM;STL
0653915	CLIP:FOLDBACK;41 MM;STL
0653960	CLIPBOARD:WD 210 MM;LG 297 MM;PVC
0017402	CORRECTION FLUID:THINNER
0625767	COVER:BINDING;A4;PLASTIC;CLEAR
0542374	DISPENSER:POP UP NOTES
0536705	DIVIDER INDX:FILE 5 TAB;A4
0655415	DIVIDER INDX:PAPER;MANILLA 10 TAB;A4
0655421	DIVIDER INDX:POLYPROPYLENE;BANTEX 7 TABS
0650300	DIVIDER INDX:PVC;1-10;A4
0650298	DIVIDER INDX:PVC;1-5;A4

0650297 DIVIDER INDX:PVC;A-Z;A4
0650299 DIVIDER INDX:PVC;JAN-DEC;A4
0650294 DIVIDER INDX:PVC;TAB 10 TAB;A4
0654063 ENVELOPE:C3;WHITE;BLANK;GUMMED
FLAP
0650292 ENVELOPE:WD 229 X LG 324
MM;WHITE;BLANK
0696462 ENVLP STNRY:MANILLA;C4;BROWN;POSTAL
0655884 ENVLP STNRY:NO WINDOW;C3;BROWN;SELF
SEAL
0521491 ERASER BRD:DUSTER, WHITEBOARD
0655645 ERASER RUBR:PENTEL ZE11T CLIC-ERASER
0689143 ERASER RUBR:PLASTIC;55 X 22 MM;WHITE

0663902 ERASER RUBR:SYNTHETIC;60 X 20 MM;WHITE
0655233 FILE STNRY:40MM LEVER ARCH;A4;CARDBOARD
0654140 FILE STNRY:ARCH LEVER;40 MM;PV;BLACK
0655408 FILE STNRY:ARCH LEVER;A4;CARDBOARD
0683877 FILE STNRY:ARCH LEVER;A4;PV;BLUE;40;2
0655661 FILE STNRY:GIANT ARCH LEVER;A4;CARDBOARD
0159497 FILE STNRY:POCKET;A4;PV;CLEAR
0654102 FILE:CONTAINER,TIDY;A4;SOLID PLASTIC
0539494 FOLDER FILE:CARRY
0683508 FOLDER FILE:CARRY FOLDERS;A4;PLASTIC
0554229 FOLDER FILE:HEAVY DUTY;A4;CARDBOARD
0654279 FOLDER:PRESENTATION 3210;A4;CARRY
0528274 FOLDER:PVC;A4;CARRY;ASSORTED;PLASTIC
0654304 FOLDER:SECRETERIAL, 2 SIDES OPEN;A4
0654721 INK:PILOT;BLUE, RED, BLACK;30 ML
0655230 LABEL:FLAG;WD 12 X LG 45 MM;ASSORTED
0521489 LABEL:FLAGS, POST IT;3M;4 COLORS;BLANK
0655739 LABEL:OPTIPLAN OPTI TABS ALPHA;PAPER
0654123 LABEL:REINFORCEMENT RINGS;DIA 14 MM
0654137 LABEL:SELF ADHESIVE;C10,C13,C19,C25,C32
0655444 LEAD PNCL:0.5 MM;HB
0158751 LEAD PNCL:0.7 MM;HB;12
0535140 MARKER FELT TIP:ASSORTED
0540834 MARKER FELT TIP:HIGHLIGHTERS WALLET
0521183 MARKER FELT TIP:HIGHLIGTHER
0650357 MARKER FELT TIP:PERMANENT;ASSORTED
0655389 MARKER FELT TIP:PERMANENT;ASSORTED
0542407 MARKER FELT TIP:WHITE BOARD;ASSORTED
0654250 MARKER FELT TIP:WHITEBOARD;ASSORTED
0017465 MARKER FELT TIP:WHITEBOARD;BLACK;BROAD
0017466 MARKER FELT TIP:WHITEBOARD;BLUE;BROAD
0017469 MARKER FELT TIP:WHITEBOARD;GREEN;BROAD
0017471 MARKER FELT TIP:WHITEBOARD;RED;BROAD
0515936 PAD WRTG PPR:EXAM EXECUTIVE;A4
0654812 PAD WRTG PPR:EXAM PUNCH;A4;BLACK;80;YES
0654843 PAD WRTG PPR:FLAGS, POST IT;SQ 73 MM
0654845 PAD WRTG PPR:NEON, POST IT;SQ 76 MM;653
0533285 PAD WRTG PPR:NOTES;SQ 76 MM;YELLOW;1200
0654326 PAD WRTG PPR:POST IT;WD 35 X LG 51 MM
0533129 PAD:POST-IT;SQ 76 MM;PAPER
0655586 PAPER BOND:A4;VARIOUS PASTEL;SHEET
0648841 PAPER RL:CONTINUOUS;WD 914 MM X LG 50M
0546605 PEN BALL PNT:BIC CLIC;1 MM;BLACK;LIQUID
0550669 PEN BALL PNT:BIC CLIC;1 MM;RED;LIQUID
0650365 PEN BALL PNT:BK, SUPERB;0.7 MM;ASSORTED

0535043 PEN BALL PNT:BL77;0.7 MM;BLACK
0655480 PEN BALL PNT:BLG2 PILOT;1.0 MM;BLACK
0650389 PEN BALL PNT:BX V5 EXTRA FINE;0.5 MM
0650366 PEN BALL PNT:G2;0.7 MM;ASSORTED;GEL
0650362 PEN BALL PNT:PENDEL CLICK;1.0 MM
0650383 PEN BALL PNT:SUPER GRIP RETRACT;0.7 MM
0655639 PEN BALL PNT:UB-157 EYE ROLL;0.7 MM
0655047 PEN BALL PNT:V BALL;0.5 MM;BLACK
0536573 PEN CORCTN:FINE POINT
0541380 PEN CORCTN:WHITE;0.5 MM;4.2 ML;ZL72W
0542023 PEN CORCTN:WHITE;0.5 MM;7 ML;ZLC21-W
0151913 PEN INSTR:RECORDER;BLACK;1 MM;FIBER

0151385 PEN INSTR:RECORDER;BLUE;1 MM;FIBER
0689148 PEN:BIC CLICK;BLACK
0650368 PEN:GEL GRIP HYBRID;ASSORTED
0650369 PEN:HYBRID GEL RETRACTABLE;ASSORTED
0521723 PEN:PENDEL 0.3 MM LINE;BLUE
0518789 PEN:PENDEL HYBRID;BLACK
0156293 PEN:RED
0650364 PEN:ROLLER BALL;ASSORTED
0017448 PENCIL MECH:CLUTCH CUSHION POINT;0.5 MM
0655451 PENCIL MECH:CLUTCH;ASORTED;0.7 MM
0655450 PENCIL:WOOD;B;BLACK;STAEDTLER TRADITION
0017266 POCKET VSB INDX FILE:DOCUMENT;A4;CLEAR
0540048 POCKET VSB INDX FILE:LAMINATING POUCHES
0655427 POCKET VSB INDX FILE:TWINLOCK;A4;PVC
0652844 POINTER LSR:PRESENTATION;20 M
0693772 POUCH:LAMINATING;A3;PVC, CLEAR
0683743 POUCH:LAMINATING;A4;PVC, CLEAR
0542592 PUNCH PPR:HEAVY DUTY
0017433 PUNCH PPR:M
0655626 PUNCH PPR:PREMIUM P240;6 MM;2;HAND;HEAVY
0536009 REFILL MEMO CUBE:WHITE
0537374 REMOVER STPL:BANTEX
0518838 RULER:30 CM;PLASTIC
0650385 RULER:SHATTERPROOF;30 CM
0650387 SCISSORS:LG 212 MM;ORANGE
0650388 SCISSORS:LG 212 MM;SMOKED
0521184 SHARPENER PNCL:2
0655208 STAMP:TRODAT 5460 TRO5460P;DATER
0655580 STAPLE:HEAVY DUTY;23/6;WD 6 MM
0654126 STAPLE:PAPER;23;WD 16 MM;10 MM
0655051 STAPLER:HEAVY DUTY;HD210
0655046 STAPLER:JUNO PLUS;210
0540837 STAPLER:PAPER;24/6 OR 26/6;2-15 OR 2-20
0538698 STAPLERS REXEL NO.56
0541840 STO AWAY 5 COMPARTMENT
0655057 TACK:DRAWING;11 MM
0160458 TAG KEY:WD 22 X LG 48 MM;BLANK;VARIOUS
0650391 TAPE ADHSV:BUFF, SELLO;VINYL;CLEAR
0683777 TAPE ADHSV:CLEAR SELF-ADHESIVE ROLL
0016500 TAPE ADHSV:DOUBLE SIDED;WHITE;4008
0599845 TAPE ADHSV:PACKAGING BUFF;PLASTIC
0650392 TAPE ADHSV:SELLO;WD 12 X LG 66 MM;VINYL
0650393 TAPE ADHSV:SELLO;WD 24 X LG 66 MM;VINYL
0653986 THIMBLE FNGR PROT:NO 1;RUBBER;RED
0534227 TRAY SET DESK:3;LETTER;CLEAR
0650301 WALLET:DOCUMENT A4;POLYPROPYLENE
0725275 BOX:080081 / ABCBRD / LRG;WD 225 MM
0725278 BOX:AAC - A4- KR (ARCHIVE CONTAINER;215

0725279 BOX FOLDG:DISPOSABLE UNIVERSAL CLIP;WD
0533219 PEN BALL PNT:PARKER REFILL;M;BLACK
0533219 PARKER Jotter Ballpoint Pen - Stainless Steel
Gold Trim with BOX with specified engraving

Supplier to deliver and offload all goods at Koeberg Nuclear Power Station - Site Stores. All items to be packed according to the end user requested items.

2.1 Purchaser's design

Not Applicable, designs are not required

2.2 Procedure for submission and acceptance of *Supplier's* design

Not Applicable, designs are not required. However all goods that have similar functions and can act as replacement of goods listed in the contract, then *Supply Manager* must give permission.

2.3 Other requirements of the *Supplier's* design

Not Applicable, designs are not required

2.4 Use of *Supplier's* design

Not Applicable, designs are not required.

2.5 Manufacture & fabrication

Not Applicable, designs are not required.

2.6 Factory acceptance testing (FAT)

Not Applicable, FAT are not needed for Stationery. However all goods that have similar functions and can act as replacement of goods listed in the contract, then *Supply Manager* may request a short trial to test goods. The period should not be longer than two weeks.

2.7 Other tests and inspections and commissioning in place of use

Not Applicable, test are not needed for Stationery. However all goods that have similar functions and can act as replacement of goods listed in the contract, then *Supply Manager* may request a short trial to test goods. The period should not be longer than two weeks.

2.8 Operating manuals and maintenance schedules

The *Supply Manager* may request the documentation for complex equipment to assist the end user to use it for its purpose

3 Supply Requirements

- Supplier to deliver and offload all goods at Koeberg Nuclear Power Station – Stores only.
- All items to be packaged so that each end user can collect their items independently.
- All office Stationery must be delivered in the week of the date stipulated on the Purchase Order.
- All delivery vehicles to be roadworthy and fit for its purpose. No unroadworthy vehicles will be allowed on site.
- The *Supply Manager* or Koeberg Stores Supervisor to be informed when delivery will be done a day before delivery
- Deliveries to be done from 09H00- 15H00 from Mondays to Thursday and on Fridays from 09H00- 12H00. If deliveries are to be done on weekends or public holidays the *Supply Manager* must give permission.
- Requests for delivery will be made on a Purchase Order starting with a 45 number
- The delivery person to adhered prohibited items before entry to Koeberg Nuclear Power Station

4 Specification of the services to be provided

Is in the C2.2 description, and the in the material number in SAP

5 Constraints on how the *Supplier* Provides the Goods

5.1 Programming constraints

The estimated request for goods are monthly. A programme to be sent if there any delays in delivery.

5.2 Work to be done by the Delivery Date

The goods are to be sent to the Koeberg Nuclear Power station site stores. Delivery vehicle to be road worthy. The timelines for delivery are between 09H00 to 15H00 from Monday to Thursday, and Friday from 09H00 to 12H00. The Supply Manager needs to be alerted when deliveries are scheduled.

5.3 Marking the *goods*

All good will be packages specific to the end user batch. Hence multiple packages may arise due to multiple end users requesting stationery.

5.4 Constraints at the delivery place and place of use

The Security team will need the Purchase Order for delivery on site.
All delivery person are to Buckle up and Be sober

5.5 Cooperating with Others

The Supply manager may request as and when required who the Parties are to Cooperate with.

5.6 Services & other things to be provided by the *Purchaser* or *Supplier*

Entrance into the Station for deliver Stationery

5.7 Management meetings

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

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

5.8 Documentation control

Manual or warranties

5.9 Health and safety risk management

The *Supplier* shall comply with the health and safety requirements in clause Z6- Health, safety and the environment

5.10 Environmental constraints and management

The *Supplier* shall comply with the environmental criteria and constraints stated here or contained in Clause Z6 Health, safety and the environment

5.11 Quality

The supplier will comply the Quality requirement, if any, stated in the SAP material number

5.12 Invoicing and payment

Within one week of receiving a payment certificate from the *Supply Manager* in terms of core clause 51.1, the *Supplier* provides the *Purchaser* with a tax invoice showing the amount due for payment equal to that stated in the *Supply Manager's* certificate.

The *Supplier* shall address the tax invoice to *Purchaser* and include on each invoice the following information:

The Accounts payable section
Koeberg Nuclear Power Station
Private Bag X10
Kernkraag 7440
South Africa

- Name and address of the *Supplier* and the *Supply Manager*;
- The contract number and title;
- *Supplier's* VAT registration number;
- The *Purchaser's* VAT registration number.
- Description of *goods* and *services* provided for each item invoiced based on the Price Schedule;
- Total amount invoiced excluding VAT, the VAT and the invoiced amount including VAT;
- (add other as required)

5.13 Insurance provided by the *Purchaser*.

Applicable in Z 13 Clauses

5.14 Contract change management

Not Applicable

5.15 Provision of bonds and guarantees

No Applicable

5.16 Records of Defined Cost, payments & assessments of compensation events to be kept by the *Supplier*

All Compensation events to be kept by *Supplier*

6 Procurement

6.1 Supplier Development Localisation and Industrialisation

6.1.1 Job Creation

Tenderers are required to submit proposals for the type and number of jobs that will be created and retained in South Africa as a direct result of being awarded a contract.

Type of Jobs to be created	Number of Jobs to be created

Type of Jobs to be retained	Number of Jobs to be retained

6.1.2 Skills Development

Tenderers are required to submit proposals in a table below for developing the skills of unemployed candidates in the country.

Skill type / Occupation	Eskom target	Proposed Number of Candidates
General Clerks	2	

6.2 Subcontracting

Not Applicable

7 List of drawings

7.1 Drawings issued by the *Purchaser*

Not Applicable

C3.2 *SUPPLIER'S* GOODS INFORMATION

The *Supplier* to maintain an electronic file of the contract Goods for distribution to the end user.

Site Information

Location of the Site

The site is located at Koeberg Power Station (KNPS) North of Melkbosstrand in the South Western Cape and it's reached via the main road from Cape Town to Saldanha (R27). The turn off to KNPS is indicated on the R27. KNPS is approximately 30 km North of Cape Town and the approximate co-ordinates are: 33 degrees 40. 7's and 18 degrees 26.1'e.

After the turn off the access route follows that main access road to KNPS.

Security Check Points

Prior to access to site, there are two PEB security check points, viz. at the entrance from the R27

NB: The contractor to comply with the employer's five cardinal rules as stipulated in directive, reference 32-421. The employer takes a ZERO TOLERANCE stance to the violation of these rules.