



TRANSNET PORT TERMINALS

TENDER NUMBER:

PROVISION OF DETARPING AND TARPING OF WAGONS FOR ONE () MONTHS
CONTRACT FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS
TRANSNET PORT TERMINALS (HEREINAFTER REFERRED TO AS "TPT")

SCOPE OF WORK

PROVISION OF DETARPING AND TARPING CONTRACT FOR ONE (1) MONTH- PRT





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PROVISION OF DETARPING AND TARPING SERVICES FOR TWO (2) MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS (HEREINAFTER REFERRED TO AS "TPT")

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Table 1: List of Abbreviations

Abbreviation	Meaning given to the abbreviation
AIA	Authorised Inspection Authority
BBBEE	Broad Based Black Economic Empowerment
QA	Quality Assurance
SES	Standard Environmental Specification
SHE	Safety, Health and Environment
SHEC	Safety, Health and Environment Co-ordinator
SIP	Site Induction Programme
SMP	Safety Management Plan
SSRC	Site Safety Review Committee
TPT	Transnet Port Terminal
KZN	Kwa-Zulu Natal
ECSA	Engineering Council of South Africa
RCB	Richards Bay
PPE	Personal Protective Equipment
OEM	Original Equipment Manufacturer
COF	Certificates of Fitness



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2 Overview of the work

2.1 Executive Overview

Transnet Port Terminals is a division of Transnet SOC Limited whose core business is to provide cargo handling to a wide spectrum of customers, including shipping lines, freight forwarders and cargo owners. Operations are divided into five major business segments, namely containers, bulk, break bulk, automotive and national port authority.

The PRT operations focus on the efficient offloading of magnetite. The operation is designed to handle a minimum of 5 trains per day, each train consist of approximately 80 wagons and all 80 wagons need to be de-tarped before the train can be pushed to the tippler or back actor for offloading. The delays in the de-tarping process results in the long dwelling time of wagons in the port, therefore impacting negatively on terminals train turnaround times. These delays lead to vessels bypassing the Port of Richards due to longer times spent on outer anchorage while the terminal is building up tonnage to meet the vessels capacity.

Secondly, customers also resort to Back of Port sidings to compensate prolonged wagon dwelling times in the Port resulting from several delays in offloading, with de-tarping as one of the key enablers. This increase Back of Port shunting trucks calling into the Port results in unnecessary congestion and impacts negatively on the Terminals efficiencies.

The successful execution of this operation is critical to maintaining the supply chain and ensuring that the magnetite reaches its destination in a timely and efficient manner.

The purpose of this scope of work is to acquire a service provider to provide general workers for a de-tarping contract for a period of one (1) month at Transnet Port Terminal Richards Bay. The contract will assist the business:

- To efficiently offload magnetite from incoming trains.
- Maintain a daily throughput of at least 5 trains.
- Ensure all wagons are de-tarped promptly to avoid delays.
- Uphold safety and operational standards throughout the process.

2.2 Main Work Information

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The scope of work is for the provision of detarping and tarping rail wagons services for a period of one (1) month at Richards Bay Terminals.

The scope of work shall cover mainly de-tarping of wagons on rail sidings.

- a) Tippler Staging Middle Line (Middle pad)
- b) Tippler 1 Staging Line.
- c) Tippler 2 Staging Line.
- d) New Tippler 2 Staging Line.

2.3 Deliverables

1. Adherence to TPT and TNPA policies and procedures.
2. Use of appropriate and applicable PPE always.
3. Hundred percent (100%) staff compliment with supervisor present always with accordance to the shift pattern from 06H00 a.m. to 18H00 p.m. and 18H00 pm to 06H00 am, every day for a period of one (1) months.
4. Availability of all tools as per the scope of work requirement.
5. Arrival to work on time (06H00 am to 18H00 pm and 18H00 to 06H00 am)
6. Conduct risk assessment prior commencement with any work as to identify associated risks.
7. Daily submission of attendance timesheets.

3 Detailed Scope of Work

3.1 Detailed Scope of Work

- 3.1.1 Service provider is required to provide general workers for de-tarping and tarping of wagons with tools for a period of one (1) month.
- 3.1.2 Service provider shall ensure that all their employees are healthy, fit for work and familiar with the plant layout and environment.
- 3.1.3 It shall be service provider's responsibility to ensure that their employees adhere to all Health, Safety and Environmental regulations while working in the plant.
- 3.1.4 All employees to always wear PPE, which service provider shall be responsible for.

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3.1.5 Supervisor shall ensure that he/she or team leader conduct risk assessments prior to the commencement of any work as to identify associated risks, required PPE, identification of safety signs and no-go areas.

3.1.6 Failure to conduct risk assessments before commencement of any work shall not be tolerable and may lead to terminal repercussions.

3.1.7 Service requirement breakdown is as per the table below:

Table 2: Human Resource Requirement

Human Resource	PRT	Total Quantity
General Workers	86	86
Supervisor	04	04
TOTAL	90	90

Table 3: Tools Requirement

Tools	PRT	Total Quantity
10L Buckets	20 per shift	40
Portable Water Pumps (Petrol)	20 per shift	40
Portable Steel Ladders	2 per shift	4
Chargeable Headlamp Torches	20 per shift	40
TOTAL	62	124

Table 4: Shift Pattern

Working Shift Pattern
06H00 - 18H00
18H00 - 06H00
06H00 - 18H00
18H00 - 06H00

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4 General Contract Activities

4.1 Detarping of Rail Wagons.

- 4.1.1 Service provider shall be required to do detarping of wagon on the designated areas namely:
- a) All Tippler Staging Lines.
 - b) 7 Series (as and when required for Rock Phosphate).
 - c) 6 Series (as and when required for RBM Sulphate).
- 4.1.2 Bidders must note that the above requirement is indicative and may change at any point of intent, therefore, resources may be allocated on areas where there is a need.
- 4.1.3 Health and Safety is a critical elementary factor required on a mandatory bases when detarping and/or tarping wagons as they may be injuries resulting from failure to observe safe working protocols.
- 4.1.4 Service providers to ensure that their employees do not work on moving rails wagons.
- 4.1.5 Service provider to ensure that their employees do not cross in between rail wagons but use designated walkways.
- 4.1.6 Service must always inspect and regulate how employees work under these risky areas to avoid escalation of hazards which may lead to severe injuries and or fatality.
- 4.1.7 Service provider to report all unsafe working conditions immediately to Transnet representative responsible for the shift they are working on.
- 4.1.8 Service provider to report all incidents, near-misses and injuries immediately to Transnet.
- 4.1.9 Safety precautions of working on the railway lines must be taken very seriously.



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5 Critical requirements.

5.1 Service Providers Requirements

- 5.1.1 Service provider will be required to have all required tools as per the SOW and associated PPE for effective and safe working where applicable.
- 5.1.2 Service provider shall be registered and adhere to all COIDA regulations.
- 5.1.3 Service provider shall have an updated safety file with details of all their staff submitted to TPT before commencement of any duties.
- 5.1.4 Service provider shall always have a copy of the safety file in their position.

5.2 Services to be provided by Transnet.

- 5.2.1 Cleaning and drinking water where applicable.
- 5.2.2 Waste collection equipment where applicable.
- 5.2.3 On-Site waste cargo disposal area.
- 5.2.4 Mess and Ablution Facilities.

6 Services

6.1 Services request

- 6.1.1 Storage and MPT Operations managers or Supervisors will request for detarping team as per their requirement from service provider supervisor / representative.
- 6.1.2 Service provider is required to respond to all detarping requests as soon as possible to minimise detarping delays and keep them within allowable time as per TPT/TFR Service level agreements.
- 6.1.3 At times a service provider may be required to adjust detarping team numbers based on demand and level of criticality. With this requirement, service provider should be able to respond positively with agility at a time of intent.

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7 Health, Safety and Environment

7.1 Safety Requirements

- 7.1.1 Refer to Occupational Health & Safety Act 85 of 1993 ("OHSA") for guidance.
- 7.1.2 Service provider must have a safety file submitted to the safety department for assessment.
- 7.1.3 All employees must be medically fit with report confirming that they may commence work in Transnet premises.
- 7.1.4 Service provider and all employees to adhere to all environmental rules and regulations as explained in detail under management and start up topic.
- 7.1.5 All personnel involved must always adhere all relevant PPE requirement.
- 7.1.6 Service provider must always comply with Hazardous Substances Regulations.
- 7.1.7 Service provider must comply with all SDS for all commodities.
- 7.1.8 Service provider must comply with all Communicable Diseases Regulations.

7.2 Compliance

Bidders shall comply with all legislation, but not limited to the following:

- 7.2.1 The Compensation for Occupational Injuries and Disease Act, 1993 (Act No.130 of 1993) ("COIDA").

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8 Codes and Specifications

Bidder must familiarise themselves with the following codes and specifications used by Transnet.

- a) ISO 14001:2004
- b) ISO 9001:2008
- c) SABS 0400 building Regulations
- d) SABS 049/1989

9 Site Information

9.1 Site conditions

The works are undertaken next to a highly dusty area with moving rail equipment and care should be taken to safeguard against this. FFP3 dust masks, reflective PPE, hard hats and safety goggles must always be used when working or walking in the plant.

The groundwater table has been recorded at between 0.8 m and 1.5 m below ground level across the site during winter. The equipment to be rigged is to be for 24 hours per day operation in an environment subject to the following conditions:

- Altitude – sea level

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- Ambient temperature – 5 to 45 °C
- Relative humidity – frequently 100%
- Air Pollution – heavily saline and dust laden; industrial and locomotive fumes; ignitable dusts
- General wind velocities – up to 60km/h
- Storm wind velocities – up to 180 km/h

Climate data for Richards Bay based on monthly averages for the 30-year period: 1961- 1990 (SAW, 2005) 2

9.2 Site access

The site is at the Bulk Terminal in the Port of Richards Bay.

Access to the site will be from the existing public and maintenance road networks whilst access to the Port of Richards Bay will be through the East or West Access Gates.

Access to the Port of Richards Bay will be subject to the TPT security requirements and regulations.

9.3 Site facilities

The service provider is expected to provide welfare facilities for their employees at designated areas allocated by Transnet.

Should there be any provision by Transnet for such facilities, it shall be communicated with the service provider.

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