	Scope of work	Duvha Power Station
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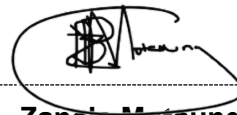
Compiled by



Ntombi Modjadji
Manager
Support Services

Date: 2025/07/17

Authorized by



Zanele Motaung
Finance Manger

Date: 2025/07/18

PART 3: SCOPE OF WORK

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C3.2	<i>Contractor's Service Information</i>	
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C3.1: EMPLOYER’S SERVICE INFORMATION

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1 Description of the Service: Provision of Horticulture Services at Eskom Holdings SOC Ltd – Duvha Power Station

1.1 Executive overview

Provision of Horticulture, Pest control, and Game and wildlife management at Duvha Power Station for a period of 6 months. The contractor should be suitably, qualified, experienced and be well-established supplier with the capacity to give an excellent service to Duvha Power Station.

The scope of outlines the services required in terms of the contract. The specific requirements for each service have been outlined in various sections.

1.2 Eskom Holding SOC Ltd: Duvha Power Station's requirements for the service

The following areas have been identified as areas that will need to be maintained by the contractor for the duration of the contract. The estimated sizes of the various areas are also provided in the table below. The sizes should be used as a guideline to the contractor when pricing. The contractor will on a monthly basis, together with the contract manager identify areas that will be maintained during a particular month and checks will be completed in accordance to the identified areas.

Locations	Area	Activity	Estimated Sizes
Areas Outside the Power Station's Fence Parameters Fence			
Ash Dam Area	Ash Dam Trenches	Cut grass on both sides of the V-Ditch (1m on each side)	9 293m ²
		Clean reeds from the trench	8 473m ²
	Ash Dam Slopes	Cut on ash dam slopes	1 122 479m ²
		Cut next to Ash dam road (1m)	9 443m ²
		Remove reeds from silt traps	87 654m ²
		Cut around low level dam	1 403m ²
		Ash dam areas security entrance	6 170m ²
Raw Water Dam	Raw Water Dam Trenches	Cut and remove weeds at the base of the raw water dam.	1 679m ²
		Cut and remove weed, trees at the ash dam slopes	2 9517m ²
		Clean reeds from trench and spillway	85m ²
Duvha Primary School	Soccer fields	Cut grass at Duvha primary school soccer fields	8 703m ²
	Opposite School	Cut veld grass	
Ikageng Area	Ikageng hostel	Cut, Spray with herbicide and remove weeds	83 496m ²
	Ikageng Offices	Cut, Spray with herbicide and remove weeds	
	Veld grass opposite Ikageng (between Ikageng and Horticulture deport)	Cut veld grass	3 395m ²
	Area between Ikageng and raw dam water	Cut veld grass	28 627m ²
	Between contractor parking grassed area and Ikageng	Cut veld grass	36 536m ²
	The whole area at Horticulture deport	Cut, Spray with herbicide and remove weeds	
Old Barracks	Between houses and old church	Cut veld grass	9 200m ²

	Road between old barracks and Sewage plant	Cut veld grass	12 400m ²
Sewage treatment Plant	Sewage Treatment Plant	Cut grassed area	14 508.921m ²
	Pond 1	Remove reeds	152.542m ²
	Pond 2	Remove reeds	194.248m ²
	Pond 3	Remove reeds	160.262m ²
	Pond 4	Remove reeds	184.494m ²
	Parameter fence	Cut grass	
Contractors Parking	Parameter fence	Spray paving and fence (including edges)	223m ²
	Grassed area next to parking	Cut grass and clean	7 268.256m ²
	Road from horticulture deport to the sewage treatment plant.	Cut grass = 1m	1 536.586m ²
Station entrance	At the entrance next to horticulture deport	Cut grass and edges	17 920.054m ²
	Garden and grassed area at entrance	Cut grass and edges Garden maintenance	475.665m ²
	Grassed area at entrance	Patch of grass next to road	24 335.424m ²
Main road	Areas between main road and security fence	Cut grass	14 938.605m ²
Sanniefhof Housing and Duvha Village	Area next to main road and Sannieshof	Cut grass – cut 5m towards Sannieshof	3 265m ²
	Sannieshof Housing	Cut grass around houses (It should be noted that no cutting to take place inside the yards at Sannieshof, except for vacant houses). Contract manager to inform you of the houses to cut inside the yard.	143 447.351m ²
	Duvha Guest house	Cut grass and remove weeds	2 505.968m ²
	Duvha village	Cut grass and remove weeds and maintain grass	32 506.046m ²
	Sanniefhof open land	Cut grass	
Mike Fell Pan	Next to dirt road starting at Sannieshof entrance – ending at the Ash dam entrance (going past Mike Fell Pan	Cut grass (1m away from the road)	2 150.752m ²
	At Pan entrance both sides of the Cut grass road	Cut grass	14 725.706m ²
	Behind Pan next to village	Cut grass	48 471.513m ²
	Channel from High level dam	Cut grass and remove reeds on both side of the channel (if any grass or reeds fall into the channel after cutting that grass should be removed)	597.2m ² , Each side of the channel is 298.6m ²

Station Drains	North Station Drains	Cut grass	7 565.518m ²
	South Station drains	Cut grass	5 652.151m ²
Driefontein Dam	Driefontein dam banks	Cut grass and remove reeds	725.474m ²
	Driefontein Transformer	Spray the inside of the transformer and the transformer fence	278.463m ²
Conveyer Belts	Conveyer belt from gate until mine fence (cut until parameter fence)	Cut grass and remove weeds from grassed areas Spray weeds next to belt and below conveyer	3 000m
Power Station Area			
Station Security Parameter Fence	Inside fence	Cut and spray within the fence (plant Safety Regulations Training required).	15 188.9575 m ²
	Outside fence	Cut grass next to fence	6 075.583m ²
Security Area	Grass next security	Cut grass	9 790.327m ²
Lapa	Around Duck pond (Opposite Lapa)	Cut grass	4 093.369m ²
	Around Duck pond (Road side)	Cut grass	1 135.019m ²
	Duck pond	Clean the pond and remove reeds and weeds if any. Ensure that all water spray are working and in good condition. Ensure good follow of water, (report any blockage of canals and drainages)	
	Island within pond	Cut grass and remove weeds	639.587m ²
	Around soccer fields and Duvha Lapa	Cut grass	15 990.509m ²
	Open veld next to lapa (Area where game usually found)	Cut grass. When cutting in this area the following should be noted: <ul style="list-style-type: none"> Grass should never be cut flat (note exception below) Grass to be cut to a level that game can still graze on the grass. All areas directly under the power line should be cut flat. No cutting or any other work should take place within the wetland in the area, as it have been identified as sensitive area (estimated measurement exclude areas 500 meters from wetland) Employees should be careful of encountering game (wild life interaction training /awareness must be attended). 	578 198.822m ²
Station Main road	Areas along right hand side of the main road until CED/Recovery Office	Cut grass (Start from main road until electric fence). Spray paved areas and road edges	30 455.411m ²
	Between HV yard and main road	Cut Grass (workers to be on alert for exposed cables - if any cables are noted this must be reported immediately). Spray paved areas and road edges.	6 505.346m ²

	Between main road and cooling towers (midway)	Cut grass (includes areas behind Safety and IR Park home, behind LP services and behind the lab). Spray paved areas and road edges.	39 206.525m ²
	From cooling tower to channel	Cut grass, spray paved areas and road edges.	11 246.025m ²
CED Road	From the channel to the CED road	Cut grass, spray paved areas and road edges (All grass must be removed from channels)	21 166.000m ²
	Next to Park homes, offices along CED road until coal stock yard. From the road to the electric fence.	Cut grass, spray paved areas and road edges. Cut grass and spray around contractors' yard fence. Cut around Blue building.	36 779.930m ²
Coal Stock Yard Area	Coal emergency offloading area.	Cut grass	3 066.779m ²
	Coal stock yard area.	Cut around stores warehouse, spray paved areas, road edges and around contractors' yard in the area. Cut areas where there is visible grass in coal stock yard.	2 385.289m ²
	Next to parameter fence until security gate.	Cut grass, remove weeds	25 195.516m ²
	Coal stock yard road (Next to coal stock yard)	Cut grass, remove weeds and spray road edges	9 742.356m ²
	Coal stock yard (Next to conveyer belt) – until stop sign at contractors yard.	Cut grass, remove weeds and spray road edges	23 962.861m ²
Contractors Yard	From contractor yard road until behind the Steinmuller yard	Cut and spray	584.432m ²
	From Howden yard until Southey.	Cut and spray	618.333m ²
	Between above mentioned zones	Cut and spray	6 845.625m ²
	Between high level dam and contractors' yard	Cut grass	65 561.684m ²
	Mills scrap yard (next to Southey)	Spray with herbicide (include the fence)	2 194.353m ²
	Empty yard in contractors' yard	Cut grass and remove weeds	1 163.434m ² (estimated size of one yard)
High Level Dam	Between high level dam and cooling towers road (includes area behind high level dam). Also include fire training ground.	Cut grass	139 569.259m ²
	Around high level dam	Cut grass around dam. Reduce reeds in the dam compartments.	7 837.003m ²
	Between high level	Cut grass	17 092.393m ²

	dam and parameters fence		
	Old Simulator building	Cut grass, spray paved areas and road edges.	2 378.690 m ²
Water Treatment Plant	Around water treatment plant	Cut grass, spray paved areas and road edges.	20 052.316m ²
Cooling Towers	Around North cooling towers	Cut grass, spray paved areas and road edges.	1 041 852.214m ²
Plant Area	Around plant	Cut grass, spray paved areas and road edges. Includes H2 plant (Note: no machinery to be used in this area as there is a risk of explosions in the area) – PSR training required.	46 934.678m ²
	Unit transformer yards (6 units)	Spray all yard (PSR training required)	300m ²
	V- ditch next to HV yard	Maintain garden, re-plant and remove weeds,	585.383m ²
	South Water Treatment plant	Cut grass around clarifiers and water tanks. Remove reeds in the area. Remove grass from ditch.	5 314.619m ² Grassed area 38.942m ditch
	Next to road starting from contractors' yard, passing stores (includes road between stores and conveyer), until Transport department	Cut grass, spray paved areas and road edges.	4 181.026m ²
	Store area opposite unit 6	Spray with herbicide (include the fence)	5 367.636m ²
V-Ditches	All dirty water ditches	Cut sides of trenches, remove grass growing in trenches Should any grass fall into the trenches after or during the cleaning. It should be removed immediately. Silted trenches should be reported to the contractor manager.	No estimated length available
	All clean water trenches	Cut sides from trenches. Remove grass growing in the trenches. Should any grass fall into the trenches after or during cleaning, it should be removed from the trench immediately. Silted trenches should be responded to the contract manager	No estimated length available
	Transformers and substations		
Ash Lines	From the units until the Ash dam	Spray along Ash dam. Cutting can take place if necessary. Care should be taken not to damage line whilst conducting work	2 18.774m ²
Others			
Garden Maintenance	Village, Security entrance, Security area and Power station area	All Gardens are to be well kept. Rejuvenated when necessary. Weeds removed. Manure applied to gardens	N/A
Transformers and mini-sub	10 Transformer & 26 Mini - Subs	Cut grass and apply herbicide. Wear reflector vests when working here.	

		Apply herbicides at transformers and mini-sub.	
Plant Maintenance	Indoor Plants: (Include transmission Offices) All offices excluding contractors' offices. Include Eskom village offices	<p>All indoor plants should be watered on a regular basis.</p> <ul style="list-style-type: none"> Plant should be kept free of parasites. Plants must be wiped down with a sponge. Dead leaves must be removed. Dead plant should be replaced. Dying plants should be removed. Plant selected for indoor areas should be suitable for indoor temperature controlled environment with lots of lighting. Soils in pots should be kept nutrient rich. <p>It is expected that when the nursery has yielded enough plants/ Trees replacements will be taken from the nursery.</p>	N/A
	Outdoor Pot: Plants (Include transmission offices) – All offices excluding contractor's offices. Include Eskom village offices	<p>All outdoor plants should be watered on a regular basis.</p> <ul style="list-style-type: none"> Plant should be kept free of parasites. Dead leaves must be removed. Dead plant should be replaced or rehabilitated (if possible) otherwise they must be replaced. Dying plants should be removed. Plant selected for outdoor pots should be available annually. Soils in pots should be kept nutrient rich. <p>It is expected that when the nursery has yielded enough plants/ Trees replacements</p>	
Tree Maintenance	Entire site	<p>Tree felling: All trees which cause a safety risk or those obstructing crane drivers ability to perform their duties, should be identified and cut immediately. (Supplier to provide Cherry Picker): Working at heights training is necessary.</p>	Per 20mm trunk radius. Tree height (per meter) will be taken into consideration for every meter of a tree that is taller than 15m.
	Entire site	<p>Tree Pruning: All trees must be pruned on a regular basis at the base and on the sides. Extremely tall trees can be pruned if they are interfering with the crane driver's ability to perform their duties.</p>	N/A
	Entire site	Removal of fallen trees	Per 20mm trunk radius
Grassing of Area	Entire site	<p>Areas that need to be grassed will be identified; also areas that must be re-grassed will be identified. Grasses selected should be those that thrive in Highveld conditions.</p>	Per m ²
Fire Break Maintenance	Entire site	To be cut first, then ploughed. This service includes the ploughing and disking of	

		firebreaks to which of 9m (where possible) Fire breaks must be maintained in March /April.	
Arbour Day	Supply 20 trees per year	The type of trees that should be supplied for Arbour day will be agreed upon with the contract manager prior to the commencing of the service. <ul style="list-style-type: none"> Note: It is expected that when the nursery has sufficient trees growing; trees for Arbour day will be acquired from nursery. Trees are to be are to be planted by supplier and planting sites must be identified by supplier. All trees must be indigenous to the Highveld region. 	Per tree
Removal of Garden Waste	Entire site	All garden waste must be removed immediately after cutting has taken place.	Per 6m ³ Trailer
END			

1.3 DESCRIPTION OF THE SERVICES

GROUND MAINTENANCE AND HORTICULTURE SERVICES

1.3.1. EQUIPMENT

The following equipment's are required by the employer as part of the contract:

- Push Mowers
- Brush cutters
- Ride on mowers
- Tractors (Shield head tractor to protect driver from dust and sun)
- Tractor drawn slashers (Blow mower and veld grass)
- Chain saw
- Plough disc
- Any other garden and tree pruning tools
- Loppers and pole pruner
- Ladders
- General domestic tools (rakes, spade and forks and etc.)
- Water tankers (ensure that there is a method of mobilising the water tanker)
- Spray canisters (preferable back pack)
- Hose pipes
- Cherry Picker (to be hired as and when required)
- 6m³ Trailer
- Water Funnels to water the flowers
- Sling
- Baracading signs and net

Note: All equipment should be in good conditions.

1.4 SERVICE SPECIFICATION

The specification is intended to explain what the supplier's responsibilities are with regard to the different task that they have to perform and the method they are likely to adopt in doing so. There may be more than one recognised method of undertaking a specific task and the contractor is free to exercise his discretion in this regard. The particular method they adopt however and the result they achieve will conform to

“Professional Horticultural Practices” and to the standard required by Employer (Eskom: Duvha Power Station).

1.4.1. MOWING

All grassed areas shall be maintained in such a way to ensure a clean cut, groomed and “finished off” look whenever possible. The frequency of cut and standard of finish is largely dictated by climatic conditions.

The length of the grass will vary from place to place and the method of mowing will vary according to the type of grass and the standard of finish required. At no time will “scalping” be permitted as a result of cutting too short or due to allowing the thatch build up to become excessive. Particular care will be taken to keep flying stone and debris to a minimum. All mowing equipment blades will be sharp, correctly set at all times and all be fitted with guards.

All mowing equipment will be serviced on a regular basis and service records should be kept by the supplier, under no circumstances will be breakdown of equipment be acceptable due to lack of servicing.

The following categories of mowing will determine the cutting frequency and quality of finish:

Forthrightly:

Intensive lawns (as will be concluded by the supplier an employer) will be cut with site discharge machines with intent to create a well finished look. Trimming and garden waste collection to be done simultaneously.

Monthly:

Semi intensive lawns (as will be concluded by supplier and employer) will be cut with site discharge machines with intent to create a well finished look. Trimming and waste collection to be done simultaneously.

Boreholes:

Minimum maintenance and fairly tall cutting height.

Veld grass:

Restricted largely to areas with veld or bunch grass cover. Brush cutting will form part if grass cutting in these areas/ or chemical spraying where applicable. No clippings shall be removed as windrows may occur.

1.4.2. TRIMMING /EDGING

All cultivated lawn areas shall be trimmed at the same time as the mowing operation. Trimming shall be done where lawn areas adjoin buildings, paving, manholes, trees, beds, sidewalks, kerbing, fences, poles, or any obstacles in lawn areas where chemicals or mechanicals edging is not used. Edges shall be maintained using an approved motorized trimmer. Caution needs to be taken to cut away from V-ditch edges to prevent grass from falling into the V-ditch. Contractor will then be responsible for removing of grass from V-ditch should it fall in during cutting.

1.4.3. BEDDING

All permanent beds shall be maintained in a clean and tidy condition by regular forking over the accessible and exposed areas of the bed. Weeds and foreign matter shall be removed from the bed. All clods shall be broken up and raked and the edges tidied up. During forking over every care shall be taken to avoid damaging plant roots. If the roots are of such a nature that an exposed area of the bed cannot be forked over, such area shall be raked to remove foreign matter and clean the appearance of the beds. All beds must be watered by using a water tanker, therefore the supplier should ensure that they have the means to mobilise the water tanker.

1.4.4. CHEMICAL EDGING

Any grass edges in lower profile areas that are not trimmed or mechanically edge shall be controlled with the use of chemical spray. The chemical applied, that is Roundup and Outspace Super, shall be applied under

the supervision of a registered Pest Control operator in line with the fertilizers, farm feeds, Agricultural remedies and Stock remedies Act , 1947 (Act no. 36 of 1947).

No soil sterilant shall be used for edging. Grass and weed growth around trees growing in lawn areas shall also be chemically controlled in order to reduce trunk damage caused by mechanical trimming.

1.4.5. WEED CONTROL

Weed control shall apply solely to areas in which no plant growth of any description is desired (such as paved areas, transformer yard, areas where equipment is stored). In such areas the use of soil sterilants shall be restricted to an absolute minimum due to the long term and adverse effect that such applications may have on the environment. These areas shall be kept free of possible using of herbicides with relatively short residual action in the soil. All chemicals applied shall be applied under the control of a registered Pest Control operator in line with Act no. 36 of 1947.

1.4.6. ANNUAL PLANTING

Certain designated high profile beds areas as determined by client shall be planted up with annual plants twice per annum in order to enhance the colour and impact of such beds. These areas shall be planted up once in Spring (September /October) and once in Autumn (March/April). Before planting, a suitable fertilizer and/or compost shall be applied to the soil in the area to be planted. Planting of annuals as well as final impact created by such planting will be directly affected by the availability of water. For this reason, the supplier is required to water the areas on a continuous basis with the use of water tankers. The supplier must also repair the existing irrigation system in various areas and also install where necessary to avoid misuse of water and using of fire hydrant for watering.

1.4.7. INDOOR PLANT MAINTENANCE

All indoor plants (soil and hydro culture) will be tended to on a rotational basis.

All plants will be kept in a healthy acceptable standard at all times.

Disease, fungus and insect infestation will be removed or treated with a suitable acceptable pesticide as feasible.

The spraying of pesticides are not permitted in office buildings due to health reasons and an oil based pesticide, OLEUM, will be used and will be applied by using a cloth or sponge, but not underneath the leaves. The application rate of pesticide will be determined by the supplier and be strictly adhered to.

Plants should also be watered and care should be taken not to over water plants, so as to prevent wilting.

1.4.8. RAINFALL FIGURES

All rainfall figures for the months of January to December need to be recorded by the contractor. These figures need to be reported to the client on a daily basis as well as on monthly basis.

Should excessive rainfall be experienced of more than 25mm per day and work cannot be completed as scheduled, the supplier's employee will be expected to work overtime to ensure outstanding work is completed.

1.4.9. SERVICES OF HORTICULTURALIST/BOTANIST

The site manager must be a qualified botanist or a horticulturalist. He/she will be responsible for the specialised services of identifying trees, establishment and overseeing nursery process and will work together with Duvha Power station Environmental department in identifying the alien species.

The Botanist/Horticulturalist must have at least 5 years' experience working in Horticulture Management and two of those years must include alien species eradication.

1.4.10. MAINTENANCE OF FIRE BREAKS

The contractor shall provide maintenance of all existing firebreaks in accordance with the National Veld and Forest Fire Act, Act 101 of 1998 or as directed by the employer.

The fire breaks must be 9m wide and cleared of vegetation. This includes disc ploughing and /or grating of fire breaks.

Emergency Services Fire officer will specify the areas to be included into fire breaks management plan annually. Details of what may be required will be negotiated on an annual basis.

The contractor will supply all necessary machinery and equipment required to complete the fire break maintenance task.

Preparing fire breaks may include chemical control. All firebreaks will be conducted under the supervision of Duvha Power Station: Fire department according to Duvha Power Station Fire management plan policies and procedures.

1.4.11. HELIPAD MAINTENANCE

Cut grass around the area and trim or edge the grass so that it may not fall over the Helipad area. Apply herbicide where applicable.

1.4.12. THE NUMBER OF GRASS CUTTING AND MAINTENANCE UNDER THE SCOPE

SUMMER: SEPTEMBER – MARCH AND WINTER: APRIL – AUGUST

SERVICE	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	TOTAL
Highly intensive areas	4	4	4	4	4	4	4	4	4	4	4	4	48
Intensive areas	4	4	4	4	4	4	4	4	2	1	1	2	36
Semi Intensive areas	1	1	2	2	2	2	2	2	1	1	-	1	17
Bi-Weekly	1	1	1	1	2	2	2	1	1	1	-	1	14
Monthly	1	1	1	1	1	1	1	1	1	1	-	1	12
Quarterly	1			1			1			1			4
Flower beds maintenance	4	4	4	4	4	4	4	4	4	4	4	4	48

2. PEST CONTROL SERVICES

2.1. Description of the Services

- Eliminate and destroy all pests at or on the premises
- Fumigation
- Pressure spraying
- Remove waste and remains
- Only trained and competent staff with valid qualification will be allowed to do work. All Pest Control operators must be in a possession of Pest Control Operators Certificate (or at least have an application lodged and accepted by the department of Agriculture). The registration must be done in terms of the fertilizer, farm feeds, agricultural remedies and stock remedies act 36 of 1947).
- The successful supplier must be registered with the South African Pest Control Association (or similar body).
- The supplier must also comply with all other relevant legislation.

The following areas are covered:

2.2. GENERAL POWER STATION

ITEM	DESCRIPTION	AREA	FREQUENCY
1	Cable Tunnels	3 000m ²	Monthly
2	Ground floor Switch room (6 off)	50m ²	Monthly
3	DC equipment room (6 off)	50m ²	Monthly
4	Battery room (6 off)	50m ²	Monthly
5	First floor Switch room (6 off)	50m ²	Monthly

6	Equipment room (6 off)	50m ²	Monthly
7	Control room (3 off) – Kitchen included	100m ²	Monthly
8	Control room (3 off)	100m ²	Monthly
9	Station Archives	200m ²	Monthly
ITEM	DESCRIPTION	AREA	FREQUENCY
10	LP Service Plant	1 500m ²	Monthly
11	CQ Pump House (2 off)	100m ²	Monthly
12	Water treatment plant	3 000m ²	Monthly
13	Water treatment plant computer room	5m ²	Monthly
14	Water treatment plant laboratory (Locker rooms and Kitchen	100m ²	Monthly
15	Outside cabling leading into plant and units	600m ²	Monthly
16	Admin Building Archives kitchen	20m ²	Monthly
17	Admin Building (Ground floor to 5 th floor)	1 000m ²	Monthly
18	Simulator Building	1 000m ²	Monthly
19	Station cleaning Kitchen and locker room 11m level unit 4	100m ²	Monthly
20	Main stores (Kitchen and offices included)	300m ²	Monthly
21	16m level locker rooms	300m ²	Monthly
22	HMD offices, Locker rooms and Kitchen (tea rooms)	300m ²	Monthly
23	EMD Offices, Locker rooms and Kitchen (tea rooms)	1 000m ²	Monthly
24	C & I Locker rooms and kitchen (tea rooms)	700m ²	Monthly
25	Platershop locker rooms and kitchen (tea rooms)	1 000m ²	Monthly
26	Operating outside plant Locker rooms, kitchen and control room	700m ²	Monthly
27	Khuluma boardroom and surrounding offices on the same floor – 16m level, one level upstairs case – with lift on level 4	700m ²	Monthly
28	60 Bait stations around the power station premises	60	Monthly
29	Outside all buildings and offices on site	Site wide	Monthly
30	Ash plant 1 and 2	50m ²	Monthly
31	Ash plant 3 and 4	50m ²	Monthly
32	Ash plant 5 and 6	50m ²	Monthly
33	Maintenance training	800m ²	Monthly
34	Shift managers/Supervisors offices	400m ²	Monthly
35	Plant Operators offices	400m ²	Monthly
36	Production offices	400m ²	Monthly
37	Performance and Testing offices	100m ²	Monthly
38	Ash and coal department (Blue building)	600m ²	Monthly
39	Operating training 18 – 22m level	300m ²	Monthly
40	Operating training 16m level	300m ²	Monthly
41	New Simulator training 16m level	300m ²	Monthly
42	Fire Station	600m ²	Monthly
43	Security	800m ²	Monthly

2.3. ESKOM VILLAGE

ITEM	DESCRIPTION	AREA	FREQUENCY
1	1 x Guest houses	50m ²	Monthly
2	10 x Huts	1000m ²	Monthly
3	1 x Dining room	200m ²	Monthly
4	1 x Kitchen	300m ²	Monthly
5	1 x kitchen storeroom	50m ²	Monthly
6	2 x Conference rooms	100m ²	Monthly
7	All Storerooms	30m ²	Monthly
8	2 x Outside Toilets - South side	10m ²	Monthly
9	2 x Outside Toilets – North side	10m ²	Monthly
10	2 x Inside toilets	10m ²	Monthly
11	All Offices	30m ²	Monthly
12	1 x Big Lapa	200m ²	Monthly
13	1 x Braai area	5m ²	Monthly

14	Wooden Fence	150m ²	Monthly
15	Outside storeroom	50m ²	Monthly

2.4. ECAS KITCHENS/ACCOMMODATION – BON APPETITE, SANNIESHOF AND IKAGENG

ITEM	DESCRIPTION	AREA	FREQUENCY
1	Guest House	1 000 m ²	Monthly
2	Areas outside ECAS Kitchen	Measurements already estimated above	Monthly
3	Station main Kitchen (Includes ablution facilities)	400m ²	Monthly
4	ECAS Boardrooms (Shisa Taba and Kitchen)	150m ²	Monthly
5	Canteen Areas	500m ²	Monthly
6	Supply of fly trap (refill)	Ad-hoc	As and when
7	2 x Tuckshops	100m ²	Monthly
8	Vacant Houses	Ad-hoc	As and when

2.5. PARK-HOME OFFICES (INCLUDING KITCHENS AND ABLUTION FACILITIES)

ITEM	DESCRIPTION	AREA	FREQUENCY
1	Planners Offices	150m ²	Monthly
2	QC Offices	100m ²	Monthly
3	Outage Office	150m ²	Monthly
4	Mills section	80m ²	Monthly
5	Operating Support	200m ²	Monthly
6	Auxiliary engineering Offices	150m ²	Monthly
7	CED and recommissioning offices	250m ²	Monthly
8	Safety Department	200m ²	Monthly
9	IR Department	100m ²	Monthly

2.6. AD-HOC SERVICES

ITEM	DESCRIPTION	AREA	FREQUENCY
1	Supply of fly traps and refills	Per trap and refill	As and When
2	Removal of Bee hives and bees	Per hive	As and When
3	Removal of wasp hives and wasps	Per hive	As and When
4	Snake catching and removal	Per Snake	As and When
5	Fumigation of ECAS Kitchens and other office areas	300m ²	Monthly
6	Spider treatment and removal of hanging webs	N/A	As and When
7	Removal of stray cats	Per cat	As and When
8	Removal of stray cats / feral dogs	Per dog	As and When
9	Installation of new bait stations	Per station	As and When
10	Repairs to existing bait stations	Per Station	As and When
11	Removal of unwanted birds and nests	Per Nest	As and When
12	Removal and disposal of dead animals	Per dead animal	As and When
13	Establishing of park area outside the station	Big open area at the station entrance	Once off

3. PEST CONTROL – GENERAL

The most common types of pest encountered on site are flies, cockroaches, mice rats, ants, weevils, flour beetle and mosquitoes, cats, dogs and other animals are also applicable.

Note: On no account will sprays, poisons or bait be used without authorisation. Electrocutions will be used in all ECAS kitchens.

Under no circumstances will the spray be used during food preparation or service hours. If a spray is authorised, it will be used by manager (or designated person) only, when all food is locked away following which all surfaces will be washed down thoroughly. Spray to be locked in a separate cupboard under the management's control away from food.

Evidence of cockroaches, mice, rats or flies will be reported immediately to the contract manager.

On no account may the pesticides be used in the control of these pest without prior authorisation/arrangements.

The service provider is required to report of areas where prevalent rodent and cockroach problem are reported. This to ensure that measures to prevent repeat infestations are put in place as soon as possible.

The area manager (area being fumigated) is to accompany the fumigator to ensure that fumigation takes place as per their requirements.

4. SPECIFICATION

4.1. HAZARDOUS SUBSTANCES

It is required in terms of section 43 of Occupational Health and Safety Act no. 85 of 1993 that any manufacturer, importer, seller or contractor of hazardous chemical substances, shall supply the receiver, free of charge, with sufficient information for the user. This is to enable the user to introduce the necessary measures as regards to the protection of the health and safety of persons. It is therefore the responsibility of the contractor (dealing directly with Duvha Power Station) to supply the information to the contract manager on site.

Material Safety Data Sheet per pesticide must be given to the safety and health department as well as to the contract manager.

The correct PPE is to be used as applicable on pesticide operation, Valid PCO licences are to be submitted to the contract manager and updated regularly.

4.2. WASTE DISPOSAL

All waste introduced to and /or produced on Eskom's premises by the contractor (this also refers to pests that died as a result of the service providers activities) for this agreement must be handled in accordance with the requirements for the handling and disposal of waste in terms of the National Environmental Management Waste Act no. 59 of 2008.

All waste must be disposed according to Duvha Power Station Environmental Waste management Procedure (this procedure will be given and shared at contract award stages).

5. CONSTRAINTS ON HOW THE CONTRACTOR PROVIDES THE SERVICES

5.1 PEST CONTRAL SPECIFICATION

a. ENVIRONMENT

1. Service provider should consider using no-chemical (i.e. mechanical methods or natural remedies) before opting for chemical methods.
2. Should chemical methods be found to be the only method for the elimination of pest then the following applies:
 - a. Only ozone friendly chemicals may be used. Proof of this must be provided
 - b. All bait/traps must be clearly marked and identified. Signage must include the prohibition of human consumption.
 - c. Chemicals must be least hazardous to people, animals and the environment.
 - d. Only chemicals not prohibited by law may be applied.
 - e. A hazardous substance chart has to be submitted for all products used for fumigating and pest control on Eskom premises.
 - f. Submit Material Safety Data Sheets of all chemicals used.
 - g. Chemicals should not be stored on site and all waste emanating from used of these substances should be disposed of in accordance with requirement for the handling and disposal of waste in terms of the National environmental Management waste Act no. 59 of 2008.

b. TYPE OF PEST TO BE CONTROLLED

As part of general services:

- Flies
- Maggots
- Mosquitoes
- Cockroaches
- Bed-bugs
- Fleas and ticks
- Fish months
- Crickets
- Ants
- Rats – Rodents (areas where mobile bait stations have been placed must be noted and number of bait stations/traps to be accounted for during each service).

c. AD-HOC services

- Flour beetles/bees
- Beehive (as and when required) – to be taken away in late afternoons when applicable.
- Bees are not allowed to be killed as they are on the red list of threatened species.
- Termites (as and when required) – response to termite removal should be a week after termite infestation has been reported.
- Snakes (as and when required) - response to the removal of snakes should not be more than 2 hours of the snake sighting. Snake should be captured but not killed. Snakes caught on Eskom site should be donated to training centers, animal rehabilitation centers or nature parks. Proof of this will be required.
- Cats and dogs (as and when required) – These should be removed and released to the SPCA, proof of this will be required.

Note: All ad-hoc services are to be accompanied by a guarantee certificate, this gives us assurance that a re-occurrence of the pests in the same areas will be treated at the contractors own cost. It is advisable to that areas around and outside the infested buildings as well.

d. PESTICIDES

- The pesticide must be long-lasting (organophosphate) and should be applied as residual spray.
- Environmentally friendly pesticides must be given first preference of use.

e. SPRAYING

- Time spraying must be pre-arranged with the contract manager as per the task order.

f. FOOD STORES

- Special care must be taken in food stores and bagged commodities. Grain products may not be sprayed directly.

g. FOGGING

- Fogging devices may not be used in foods stores.

h. FUMIGATION SERVICES

- Fumigation of ECAS kitchens and foods stores must be done twice a month and prior arrangements for this service must be made with the relevant staff members. The services must be done after hours and Operators performing the services must be accompanied by designated employee(s).

6. GAME AND ANIMAL MANAGEMENT

6.1. BACKGROUP

Duvha Power Station houses wild animals/ game on site (Zebra's and Blesboks). The game is allowed to roam site wide but there are 2 watering holes on the North side of the station. The situation of watering holes results in the animals spending the majority of the time on the North side of the station. There are also ducks and geese on site, with their nesting area in the middle of the pond at the entrance of the station.

The contractor will be responsible for the care of these above mentioned animals, this will include the following:

- Regular counting of the animals.
- The studying of their breeding and birthing process.
- Ensuring mealies are always available for the ducks and geese (minimal wastage should be practice here and food stores should be monitored closely).
- Ensuring that the animals have sufficient grass to eat and the necessary additional nutrition (i.e. game blocks, salts licks etc.)
- Ensuring minimal interaction between people on site and the mammals, this is important especially after the animals have given birth.
- Ensure any sick or injured animal is reported to the contract manager and the animals receive the necessary care as advised by the VET.
- Ensure animal numbers do not exceed the carrying capacity of the land, should the numbers threaten the local eco-system then animal sales must be initiated. Animal sales will only be carried out by the employer; the contract may not sell or remove any animal from site without the prior approval by the contract manager.
- The contractor is to submit monthly report on the status of the animals on site (the report should include the health of the animals as given by the VET).
- Should an animal death occur during the contract period, the necessary arrangement for the removals should be made by the contractor.

6.2. GAME MANAGEMENT PLAN

The contractor will be expected to compile a Game Management Plan for the site, should the contractor not have the internal expertise to compile this plan an independent consultant should be appointed to compile this plan.

The following factors should be taken account when compiling the plan:

Environmental aspects of the site

- Veld condition (e.g. is it over grazed vs pristine condition)
- Carrying capacity of the site
- Water provision
- Suitable fencing
- Invasive species
- Presence of predators

Wildlife aspect

- Conditions of the game
- Naturally occurring vs invasive/alien species
- Species assemblage
- Maintaining genetic diversity (Heterozygosity)
- Demographics of populations at site (e.g. ages, sexes)

Ecological threat analysis

- Potential anthropogenic threats (e.g. poaching roadkill)
- Contingency plan for escapees from site
- Diseases

The employee or consultant compiling the Game Management plan should have a qualification that is in line with wildlife management.

The recommendation of game management plan must be implemented by the contractor with monthly reports being submitted to the contract manager.
Employees who will implement the plan must have some training in the care and handling of game and some domestic animals (i.e. dogs, cats, ducks and geese).

6.3. VETERINARIAN / PAR VETERINARIAN SERVICES

The contractor must appoint a Veterinarian (VET) who will be consulted on the best method to care that should be given to the animals. The VET should also contribute to the final monthly report that must be submitted to contract manager.

The following will be required for the VET/Para VET that will be used supplier:

Three years working experience with animals and working with /knowledge of game management will be advantageous.

The person should be registered with the South African Veterinary Council in terms of the Veterinary and Para-Veterinary Profession Act no. 19 of 1982. Non- registered VET/Para VET will not be accepted.

7. SITE INSPECTION

The contractor must on a monthly basis submit a report which will contain details of the following:

- Conditions of the site
- Issues that might hinder the completion of tasks ahead
- Safety risk identified
- Immediate risk to the environment that have been noted during the month
- Compositing and planned training activities
- Upcoming events (e.g. Arbour day)
- Garden waste figures
- The report should outline planned work for the following month

Note: It is advisable that the person responsible for conducting these inspection note conditions daily and consolidate the information in a monthly report.

The persons compiling the monthly inspection report should have some training pertaining to environmental management and must have completed environmental awareness training.

8. DAILY REPORT

The contractor must submit a daily report which will contain the following:

- Equipment and tools that will be used on the day
- Conditions of the equipment and tools
- Herbicides and pesticides to be used for the day
- Attendance register
- Waste disposed on the previous day
- Rain gauge readings (Daily rainfall figures in mm)
- Expected delays if any
- Services that will be carried out for the week

9. PEOPLE

The contractor should have the following people in their employ to service Duvha Power station during the contract period:

Position Name	Number of Personnel	Skills and qualifications	Years of experience
Site Manager	1	Qualified Horticulturalist, Management skills and legal liability training	5

Site Supervisors	3	Management certificate and skills), supervisory skills and legal liability training. At least one supervisor must have a POC registration,	2
Office Administrator / Clerk	1	Computer certificate and Administration skills	1
Safety Officer	1	SAMTRAC certificate /Safety, environmental and health management Diploma	2
Assistant Pest Controller	2	Snake catching skills and experience working with herbicide/pesticide chemicals	1
Game Ranger	1	3 years qualification in Game ranger/environmental/Zoology/Natural Science/Nature conversation, and health and safety certificate.	3
Assistant Game Ranger	1	Experience in game and animal management	1
Vet/Para Vet	1	Veterinarian/ Para Veterinarian qualification (service will be adhoc) Proof of registration with Veterinary and Para-Veterinary Profession Act 19 of 1982	3
Tractor Driver	1	Driver license and tractor driving experience	1
Brush cutter operators	50	Brush cutter operator certificate, at least 4 of the brush cutters must have training on tree cutting /pruning	1
Ride On lawn Mower drivers	1	Driver license	1
Chain Saw operators	1	Chain saw operator certificate	1
General workers (Waste collectors)	20	General garden maintenance work experience and skills	1

10. TRANSPORT REQUIREMENTS

The following vehicles will be required for the duration of the contract:

- One Double cap bakkie
- One 2 ton truck (garden waste collection and disposal)
- Three 22 seater combi for transportation of employees

Additional Requirements

- The service provider shall provide all safety equipment and PPE required for the provision of all services.
- The contractor shall label all chemical and store these chemicals as per the requirements.
- Transportation of chemicals, its loading, unloading, storage and handling at site will be the responsibility of the service provider.
- Latest version of MSDA's should be kept by the contractor.

Support and application knowledge

The contractor must ensure that Duvha personnel are kept up to date with the best latest technologies and innovative procedures so that the station can align with the power industry and be globally bench marked.

This will include the following:

- Update on national and global conferences
- Sharing in global best practices in the power industry and latest developments.

Constraints on how the contractor provides works.

- Time constraints or delays can be expected when access to certain areas cannot be gained, vehicles are parked in areas to be cut or when rainy conditions are prevalent.
- Work to be performed in a dusty and noisy environment, on high platforms, confined spaces and open environment.

Service and Equipment

- Free electricity and water will be supplied by Eskom Holdings SOC Limited. The employer will provide 220V and 380V existing socket points for use by the contractor.

2 Management strategy and start up.

2.1 The Contractor's plan for the service

The Contractor to submits a Quality Plan (QP), Safety, Environmental and service plan to the Employer prior commencing of work, for review and acceptance.

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2.2 Management meetings

Before work starts on site, an inception meeting will be held with the Contractor and the Employer, to explain in detail all requirements of the Site Regulations.

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

Title and purpose	Approximate time & interval	Location	Attendance by:
Risk register and compensation events	Monthly	Office Service office: Duvha Power Station	Employer and Contractor
Overall contract progress and feedback	Fortnightly	Office Service office: Duvha Power Station	Employer and Contractor
Planning Meeting	At the beginning of the contract and as and when required	Office Services office: Duvha Power Station	Employer and Contract

Meetings of a specialist nature may be convened as specified elsewhere in this Service Information or if not so specified by persons and at times and locations to suit the Parties, the nature and the progress of the service. Records of these meetings shall be submitted to the *Service 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.

2.3 Contractor's management, supervision and key people

The Contractor shall supply the contract organogram of all names and surnames, qualifications, lines of authority and roles of all employees involved in the contract. Should there be any changes, the Contractor to submit changes to the *Service Manager* within 05 working days after changes have been made. The Contractor will be required to submit to the *Service Manager* all the employee timesheet and leave planning information.

The Contractor will be required to ensure the following throughout the contract:

- That they provide continuous supervision when services is rendered.
- The Service Manager must approve in writing any change to staff structure including names and after such approval, the Contractor shall submit an updated staff structure to the *Service Manager*.
- Management and supervision to be visible at all times to ensure work is carried out safely and according to the requirements of this works information.
- The Contractor ensures that the Supervisor or Manager and the whole team before any work being started does the necessary risk assessments and informs the staff of what is to be done and ensures the work can be carried out safely. This will be led by the Supervisor where signed attendance registers to be kept in a file.

- It is the responsibility of the *Contractor*, to ensure that in instances where there will be extended absent employees a temporary employee is available to continue services. Replacement employees must be in the position to attend Safety Inductions (Medicals up to date).
- All signed training attendance registers with dates to be sent via email to the Service Manager within 03 working days after completion of training, except for the training on-site where the Supervisor will request the attendance register to Power Station Training Department

Where services Joint Ventures and/or subcontracting will be engaged into, the information of these ventures must be provided to the *Employer* prior to commencement of this works.

2.4 Provision of bonds and guarantees

The form in which a bond or guarantee required by the *conditions of contract* (if any) is to be provided by the *Contractor* is given in Part 1 Agreements and Contract Data, document C1.3, Sureties.

The *Employer* may withhold payment of amounts due to the *Contractor* until the bond or guarantee required in terms of this contract has been received and accepted by the person notified to the *Contractor* by the *Service Manager* to receive and accept such bond or guarantee. Such withholding of payment due to the *Contractor* does not affect the *Employer's* right to termination stated in this contract.

2.5 Documentation control

All documents required as part of the provision of the services detailed in this document must be controlled and identifiable using methods recognized in the Contractors Quality Management System.

The following documentation must be provided to the Employer post any services to be rendered:

- o Procedures relevant to the activities of the Horticulture services
- o Duvha Safety related documentation
- o Duvha relevant environmental and safety documentation

2.6 Invoicing and payment

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

The *Contractor* shall address the tax invoice to
Eskom Holding SOC Ltd
Duvha Power Station
PO Box 2199
Witbank
1036

and include on each invoice the following information :

- Name and address of the *Contractor* and the *Service Manager*;
- The contract, purchase order number and title;
- *Contractor's* VAT registration number;
- The *Eskom Holdings SOC Ltd's* VAT registration number 4740101508;
- Description of service provided for each item invoiced based on the Price List;
- Total amount invoiced excluding VAT, the VAT and the invoiced amount including VAT;
- (add other as required)

The Contractor supplies a tax invoice on the agreed format with details as above to finance shared services by email to invoiceseskomlocal@eskom.co.za for payment. To ensure prompt assessments, the assessment

will be done on the information available on the actual cost spread sheets. The backup invoices must be available before the next assessment date for final corrections.

The assessment must show all the lines as loaded on the SAP system. The *Contractor* keeps record of all the original backup invoices and records and allows access to such, as required by clause 52.2 and 52.3 of the conditions of Contract. The Contractor supplies copies with each assessment.

For any outsourced scope of work, the Contractor provides motivation to the *Service Manager* for acceptance prior to commencement of work.

All copies of invoices must be submitted to the Services Manager electronically (via email).

2.7 Contract change management

Where CPA is applicable it must be shown separately on its own invoice. Any compensation events will be dealt with according to the NEC process and invoiced on its own Task Order reference, 4-5 number and invoice.

2.8 Records of Defined Cost to be kept by the Contractor

If Option C or E applies first read clause 52.2 and then state whether the *Contractor* is required to keep any other records. Include any other constraint which may be required in regard to format and filing of the records, and whether access for the *Service Manager* shall be provided in hard copy or electronically.

Could delete if Option A applies unless the *Employer* requires some form of control over the *Contractor's* record keeping for the purpose of compensation event management.

2.9 Insurance provided by the Employer

First read TSC3 Core Clause 86.1 and then add anything necessary for the management of insurance related issues such as a cross reference to where procedures for making claims can be found. Also provide contact details for persons capable of being able to answer any insurance related queries the *Contractor* may have, as well as to whom the information required by Marine Insurance (if any) may be addressed.

2.10 Training workshops and technology transfer

Describe type and frequency of any on job training workshops, as well as any obligation for technology transfer being included as part of the *service* or at the end of the *service period*.

2.11 Design and supply of Equipment

On some complex services (e. g. nuclear) it could be in the Parties best interests that some details of the design of Equipment are shared with the *Service Manager*, not necessarily for his acceptance but as an assurance that the Equipment will be able to allow the *Contractor* to Provide the Service efficiently and without delay. For example specialised handling Equipment for a particular maintenance operation. Clause 23.1 is always available to the *Service Manager* if this paragraph is not used.

Also the *Employer* may wish to exercise constraints or include witness and hold points during manufacture, assembly or delivery of such Equipment. Include these constraints here.

Draft in such a way that there is no doubt that the liability for such design supply and use of the Equipment remains with the *Contractor*.

2.12 Things provided at the end of the service period for the Employer's use

2.12.1 Nursery

2.13 Management of work done by Task Order

The Service Manager issues a Task Order to the Contractor which specifies clearly the work to be provided, additional specifications and procedures and any other constraints the contractor complies with in providing the work. The task order is issued before the contractor provides the work.

The Service manager issues to the contractor any information relative to the employers' need and circumstance surrounding forecast future work required from the contractor. This information allows the contractor to provide staff in a cost effective and efficient manner.

3 Health and safety, the environment and quality assurance

3.1 Health and safety risk management

In addition to the requirements of the laws governing health and safety, Eskom may have some additional requirements particular to the *service* and the Affected Property for this contract. The text below provides for these being attached as an Annexure to this Service Information. PLEASE ALSO READ CORE CLAUSE 27.4 TOGETHER WITH Z7 IN THE ADDITIONAL CONDITIONS OF CONTRACT TO MAKE SURE THAT WHATSOEVER IS INCLUDED IN THE ANNEXURE FOLLOWS ON FROM THOSE CLAUSES.

The Divisional/Regional Safety Risk Manager or his representative having jurisdiction over the *service* must provide the relevant safety, health and environmental (SHE) criteria for incorporation into this Service Information. The SHE specification / scope must be signed off by the Divisional/Regional Safety Risk Manager or his representative confirming that the applicable safety criteria have been taken into account.

The Commodity Manager / Buyer must refer the tender to the Divisional/Regional Safety Risk Manager or his representative in order to evaluate against enquiry-specific safety criteria.

The Divisional Safety Risk Managers who will be responsible for the allocation of resources to assist P&SCM with the above processes are as follows:

- Generation: Roley McIntyre
- Transmission: Tony Patterson
- Distribution: Alex Stramroad
- Enterprises: Jace Naidoo
- Corporate: Kerseri Pather

The *Contractor* shall comply with the health and safety requirements contained in Annexure _____ to this Service Information.

3.2 Environmental constraints and management

Describe or cross refer to environmental constraints applicable to the *Contractor's* plan and his activities on the Affected Property and how they should be managed. Include here or cross refer to an Annexure to the Service Information.

The *Contractor* shall comply with the environmental criteria and constraints stated in Annexure _____

3.3 Quality assurance requirements

Specify minimum requirements for the *Contractor's* Quality Plan and Work Procedures or provide the *Employer's* Quality Plan if that is to be used. Make sure witness and hold points are identified generally and describe any particular requirements for QA outside the Affected Property. Indicate how the *Contractor's* QA documentation is to be submitted for acceptance and any conditions that need to be imposed relating to acceptance. State whether ISO compliance is a condition and if so which ISO standard shall apply.

4 Procurement

There is a cross reference from the core clause 11.2(6) definition of Disallowed Cost to the Service Information regarding procurement procedures. This part of the Service Information MUST include any such procedures to be able to administer Disallowed Cost.

4.1 People

4.1.1 Minimum requirements of people employed

Specify any constraints relating to people employed to Provide the Service; for example permits for foreigners, training (other than H & S), use of labour from designated areas and industrial relations.

4.1.2 BBBEE and preferencing scheme

Specify constraints which *Contractor* must comply with after contract award in regard to any Broad Based Black Economic Empowerment (B-BBEE) or preferencing scheme measures.

4.1.3 Accelerated Shared Growth Initiative – South Africa (ASGI-SA)

If the ASGI-SA requirements are to be included in this contract specify constraints which *Contractor* must comply with after contract award in regard to any ASGI-SA requirements. The ASGI-SA Compliance Schedule completed in the returnable tender schedules is reproduced here. If ASGI-SA does not apply, delete this paragraph.

The *Contractor* complies with and fulfils the *Contractor's* obligations in respect of the Accelerated and Shared Growth Initiative - South Africa in accordance with and as provided for in the *Contractor's* ASGI-SA Compliance Schedule stated below

[Insert the agreed ASGI-SA Compliance Schedule here]

The *Contractor* shall keep accurate records and provide the *Service Manager* with reports on the *Contractor's* actual delivery against the above stated ASGI-SA criteria. [Elaborate on access to and format of records and frequency of submission etc.]

The *Contractor's* failure to comply with his ASGI-SA obligations constitutes substantial failure on the part of the *Contractor* to comply with his obligations under this contract.

4.2 Subcontracting

4.2.1 Preferred subcontractors

TSC3 does not make use of nominated subcontracting, but the *Employer* may list which subcontractors or suppliers the *Contractor* is required to enter into subcontracts with. This is usually only required where specialist services need to be obtained from a particular supplier or group of suppliers in order to comply with operational standards.

4.2.2 Subcontract documentation, and assessment of subcontract tenders

Specify any constraints on how the *Contractor* is to prepare subcontract documentation, whether use of the NEC system is compulsory or not (compulsory is recommended) and how subcontract tenders are to be issued, received, assessed (using a joint report?) and awarded.

4.2.3 Limitations on subcontracting

The *Employer* may require that the *Contractor* must subcontract certain specialised work, or that the *Contractor* shall not subcontract more than a specified proportion of the whole of the contract.

4.2.4 Attendance on subcontractors

State requirements for attendance on Subcontractors, if any

4.3 Plant and Materials

4.3.1 Specifications

Plant and Materials are defined as items intended to be included in the Affected Property. This will refer to replacement of worn or defective parts, routine replacement as part of regular preventative maintenance and supply of spare parts. Quality is usually designed in or specified in the technical specifications. However to cover circumstances where quality may not be prescribed, this sub-paragraph could also be used to state an overarching default requirement – fitness for purpose etc.

Either specify here or provide a list of the applicable specifications and attach them as Annexure or state where they can be obtained from.

4.3.2 Correction of defects

State any constraints when dealing with defective Plant and Materials such as how repairs are carried out - can the item be fixed up or must it be replaced by a new one.

4.3.3 *Contractor's* procurement of Plant and Materials

Specify any constraints on how the *Contractor* is to order, codify, expedite, freight, import, transport to the Affected Property and any other requirements for delivery and storage before installation. The *Employer* may require warranties from suppliers to be in favour of the *Employer* and not just to the *Contractor*. The *Employer* may also need schedules of vendor data for his own use after the end of the *service period*.

4.3.4 Tests and inspections before delivery

Core Clause 41.1 makes reference to the Service Information stating which Plant and Materials are to be inspected and tested before delivery. Specify any requirements particularly if such tests and inspections are to be carried out by agents of the *Employer* overseas.

4.3.5 Plant & Materials provided “free issue” by the *Employer*

List any Plant and Materials which are to be provided by the *Employer*.

State arrangements for collection by *Contractor* or delivery by others on behalf of the *Employer*, off loading, inspection, storage, care custody and control, return of unused Plant and Materials, etc. Always include a statement to the effect that ‘all other Plant and Materials are to be provided by the *Contractor*’.

4.3.6 Cataloguing requirements by the *Contractor*

State whether cataloguing is applicable, if it is, reference the requirements for cataloguing that need to be satisfied by the *Contractor* (consult Procurement Instruction Number 1 of 2018 – Incorporating Cataloguing into the Procurement Environment, Unique Identifier 240-1289988974).

5 Working on the Affected Property

This part of the Service Information addresses constraints, facilities, services and rules applicable to the *Contractor* whilst he is doing work on the Affected Property.

5.1 *Employer's* site entry and security control, permits, and site regulations

Sites such as Koeberg Nuclear Power Station have very strict entrance requirements which tendering contractors need to allow for in their prices, and the *Contractor* has to comply with. State these or similar requirements here.

In addition to the above there may be other restrictions once on the site, plus rules relating to roads, walkways and the provision of barricades

5.2 People restrictions, hours of work, conduct and records

Restrictions and hours of work may apply on some sites. It is very important that the *Contractor* keeps records of his people working on the Affected Property, including those of his Subcontractors. State that the *Service Manager* shall have access to them at any time. These records may be needed when assessing compensation events.

5.3 Health and safety facilities on the Affected Property

Section 3 deals with contractual H & S requirements in addition to those of the OHS Act. This section allows the *Employer* to state what measures are to be taken on the Affected Property by describing where First Aid facilities provided by the *Employer* are located and any other emergency arrangements. Do not use if already addressed in 2.3.

5.4 Environmental controls, fauna & flora

This sub-paragraph may not be required in a service contract or if these matters are dealt with in the general environmental requirements referred to in section 3 above.

5.5 Cooperating with and obtaining acceptance of Others

This sub-paragraph could be used to deal with two issues.

- 1) The cross reference from core clause 25.1 about cooperation generally as well as details about Others with whom the *Contractor* may be required to share the Affected Property. See clause 11.2(9) for the definition of Others.
- 2) Requirements for liaison with and acceptance from statutory authorities or inspection agencies.

5.6 Records of *Contractor's* Equipment

This sub-paragraph is intended to address how records are to be kept of Equipment on Site including whether it is owned or hired. Include any constraints about scaffolding, rigs, heavy lifts and cranes, including removal from the Affected Property.

5.7 Equipment provided by the *Employer*

Provide details of equipment (e.g. overhead cranes) made available for use by the employer and set out conditions relating thereto.

5.8 Site services and facilities

5.8.1 Provided by the *Employer*

This is a mandatory cross reference from clause 25.2 in TSC3. State what the *Employer* will provide in the way of power, water, waste disposal, telecomms, ablutions, fire protection and lighting (etc) on the Affected Property. Give hook up locations and any constraints on how the hook up is to be done. Always conclude by stating that the *Contractor* shall provide everything else necessary for Providing the Service.

5.8.2 Provided by the *Contractor*

Describe what the *Contractor* is to provide in the way of accommodation, laboratories, storage, vehicles and office equipment for the *Service Manager* and any restrictions or minimum requirements concerning the *Contractor's* own facilities. Also state what happens to these facilities upon completion of the contract.

5.9 Control of noise, dust, water and waste

State requirements, if any.

5.10 Hook ups to existing works

State any constraints

5.11 Tests and inspections

5.11.1 Description of tests and inspections

Describe the tests and inspections to be carried out by the *Contractor* and the *Service Manager* and others [40.1].

5.11.2 Materials facilities and samples for tests and inspections

State what materials facilities and samples for tests and inspections the *Contractor* and the *Employer* are to provide, per core clause 40.2.

