



# **SUPPLY AND DELIVERY OF OFFICE FURNITURE FOR ROTATING MACHINES BUSINESS AND ELECTRICAL LOCOMOTIVES BUSINESS.**

**RM DEPOT AND ELD  
150 – 152 EEL ROAD, UMBILO  
INDUSTRIAL, UMBILO.**

**REFERENCE No: OPS\_RM\_DBN\_ESR\_SPEC\_174**

**Revision 0**

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# Table of Contents

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Content	Page no
1. INTRODUCTION/ SCOPE OF WORK	4
2. SITE INSPECTION	4
3. INFORMATION REQUIRED	4
4. TECHNICAL REQUIREMENTS	5
5. SPECIFICATION REQUIREMENTS	5 - 18
6. OTHER INFORMATION RELATED TO THE SCOPE	18
7. HEALTH AND SAFETY REQUIREMENTS	19
8. SPECIALIST SUB-CONTRACTORS	19
9. EQUIPMENT	19
10. GENERAL REQUIREMENTS	19
11. DEFINITIONS AND ABBREVIATIONS	19
12. GENERAL	19
13. PENALTY CLAUSES	19

## DOCUMENT AUTHORITIES

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Department Affected	RM Business and Electrical Locomotives Business
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## 1. INTRODUCTION / SCOPE of Work

This specification is for the:

#	TASK	REQUIRED
1	Design	✓
2	Manufacture	✓
3	Assess	
4	Structural Drawings	
5	Supply	✓
6	Delivery	✓
7	Documentation	✓
8	Testing	
9	Calibration	
10	Training	
11	Commissioning	

Of the specified:

#	ITEM	REQUIRED
1	<b>Supply and delivery of office furniture for Rotating Machines Business and Electrical Locomotives Business.</b>	✓
2	Submission of project completion documents, including warranties.	✓

## 2. SITE INSPECTION

- 2.1 All prospective contractors shall be required to undertake a compulsory site inspection to fully acquaint themselves with all aspects involved.
- 2.2 Arrangements to visit the site and confirmation of the date and time of the site inspection shall be made with Transnet Engineering Contract Manager.
- 2.3 The site inspection certificate shall be completed and countersigned by the contract Manager on the day of the visit and must be submitted with the tender documents.

## 3. INFORMATION REQUIRED

- 3.1 Offers will not be considered unless full particulars and sufficient literature are provided at the tendering stage to enable Transnet Engineering Technical Officers the opportunity to assess each technical offer properly.
- 3.2 Prospective Contractors will complete the relevant questionnaire in full and must indicate whether their offer complies with each item of the specification
- 3.3 Should there be insufficient space for furnishing full details; contractors shall provide the additional details in their covering letter. The additional details shall be numbered in accordance with the applicable clause specified in the specification.

3.4 As prospective contractors are considered to be experts in their field, they are obliged to identify any shortcomings, such as omissions or sub-standard requirements, to the completeness of this specification. These must be brought to the attention of Transnet Engineering at tender stage with alternatives to address these shortcomings. However, each offer shall be quoted for separately.

#### 4. TECHNICAL REQUIREMENTS

The following regulation and codes must be complied with:-

- **The Occupational Health and Safety Act – Act 85 of 1993.**

4.1 Except where otherwise provided for in the specification, all equipment offered will comply with the requirements of the relevant standard specifications of the SABS, if published, otherwise with the relevant standard of the British Standards Institution in force at the time of tendering.

4.2 Where equipment offered complies with the recognized standards of the country of manufacture and not specifically with the standards required by this specification, such equipment will be considered at the discretion of Management. In this case, tenders shall state fully all respects in which the equipment departs from the standard laid down in this specification.

4.3 The successful tender will at the conclusion of the installation provide a document along the lines “that the installation complies with national/international requirements and that all selected /designed items are compliant with Act 85 of 1995 and SABS practices applicable to the installation. The equipment has been commissioned/ calibrated and employees as specified have been trained and found competent to operate the plant.”

#### 5. SPECIFIC REQUIREMENTS

**Any person with the intention of tendering shall ensure that the information below is complied with.**

##### 5.1 Operating Environment

- Indoors.

##### 5.2 Requirements

<u>Item no.</u>	<u>Requirements</u>	<u>Compliance</u>
	<b>This specification covers the minimum requirements.</b>	Write “YES” or tick “✓” (if complying ) or Write “NO” (if not complying).
5.2.1	Supply and delivery of office furniture.	
5.2.2	<ul style="list-style-type: none"> <li>• The successful contractor shall submit / show samples to the Project Manager before any furniture is delivered.</li> <li>• The furniture requiring on -site assembly shall be assembled by the contractor.</li> <li>• The furniture shall be delivered and placed at the exact locations, as required by the respective businesses (RM Business and Electrical Locomotives Business).</li> </ul>	

Item no.	<p style="text-align: center;"><b>Requirements</b></p> <p style="text-align: center;"><b>This specification covers the minimum requirements.</b></p>	<p style="text-align: center;"><b>Compliance</b></p> <p style="text-align: center;">Write “YES” or tick “✓” (if complying ) or Write “NO” (if not complying).</p>
	<b>Supply the following furniture at RM Depot</b>	
5.2.3	<p><u>30 off high back chairs.</u></p> <ul style="list-style-type: none"> <li>• Chair width to be 510mm, chair waist support to be 695mm.</li> <li>• Upholstery to be black or maroon or navy.</li> <li>• Swivel and tilt mechanism.</li> <li>• Gas adjustable, nylon casters.</li> <li>• Wheels, support, adjusting lever and hand rails to be black.</li> </ul> 	
5.2.4	<p><u>40 off visitors chairs.</u></p> <ul style="list-style-type: none"> <li>• Chair width to be 510mm, chair waist support to be 695mm.</li> <li>• Genuine leather, black colour.</li> <li>• Support, adjusting lever and hand rails to be black.</li> </ul> 	

<u>Item no.</u>	<p style="text-align: center;"><u>Requirements</u></p> <p style="text-align: center;"><b>This specification covers the minimum requirements.</b></p>	<p style="text-align: center;"><u>Compliance</u></p> <p style="text-align: center;">Write “YES” or tick “✓” (if complying ) or Write “NO” (if not complying).</p>
5.2.5	<p><u>4 off high back chairs.</u></p> <ul style="list-style-type: none"> <li>• Chair width to be 510mm, chair waist support to be 695mm.</li> <li>• Black, genuine leather.</li> <li>• Swivel and tilt mechanism.</li> <li>• Gas adjustable, nylon casters.</li> <li>• Wheels, support, adjusting lever and hand rails to be black.</li> </ul> 	

<u>Item no.</u>	<u>Requirements</u> <b>This specification covers the minimum requirements.</b>	<u>Compliance</u> Write "YES" or tick "✓" (if complying ) or Write "NO" (if not complying).
5.2.6	<u>30 off boardroom chairs</u>  <ul style="list-style-type: none"> <li>Chair width to be 510mm, chair waist support to be 695mm.</li> <li>Black, genuine leather.</li> <li>Swivel and tilt mechanism.</li> <li>Gas adjustable, nylon casters.</li> <li>Wheels, support, adjusting lever and hand rails to be black.</li> </ul>	
5.2.7	<u>34 off Office desks</u> Main Desk Shell - 1200mm x 750mm / 600mm x 1200mm 3 Drawer Pedestal - No Lock Colour : Bodensee cherry 	

<u>Item no.</u>	<u>Requirements</u> <b>This specification covers the minimum requirements.</b>	<u>Compliance</u> Write "YES" or tick "✓" (if complying ) or Write "NO" (if not complying).
5.2.8	<u>1 off conference table</u> 1800mm x 1200mm Arrow Legs (Oval) Colour : Bodensee cherry 	
5.2.9	<u>1 off 12 Seater Boardroom table</u> 2700mm x 1200mm Arrow Legs (Barrel) Two Piece Top Colour: Montana teak 	
5.2.10	<u>1 off 6 Seater Boardroom table</u> 350 X 1170 HEXAGON Colour : Montana teak 	

<u>Item no.</u>	<u>Requirements</u> <b>This specification covers the minimum requirements.</b>	<u>Compliance</u> Write “YES” or tick “✓” (if complying ) or Write “NO” (if not complying).
5.2.11	<u>3 off tables</u> 1800mm x 1200mm (Rectangle) 4 Seater Colour: Montana teak 	
5.2.12	<u>31 off filing cabinets.</u>  Systems Cupboard 1500mm H x 900mm W x 400mm D / 3 Shelves / Lockable Colour: Bodanese Cherry.	

<u>Item no.</u>	<u>Requirements</u> <b>This specification covers the minimum requirements.</b>	<u>Compliance</u> Write "YES" or tick "✓" (if complying ) or Write "NO" (if not complying).
5.2.13	<u>LBM Office furniture</u> <u>Colour : MontanaTeak colour</u>  <b>1 off Main Desk</b> -2000mm x 900mm / Bowed Front / 32mm Top / 32mm Legs / <b>1 off Side Return</b> - 1200mm x 600mm / 32mm Top / 32mm Legs <b>1 off Side Return Pedestal</b> - 3 Drawers / Metal Runners / Aluminium Handles / Central Lock   <u>1 off base server unit</u> 1600mm W x 600mm D x 900mm H / 2 x 16mm Hinge Doors / Incl 2 Shelves / 5 Drawers / Lockable 	

## ELD furniture.

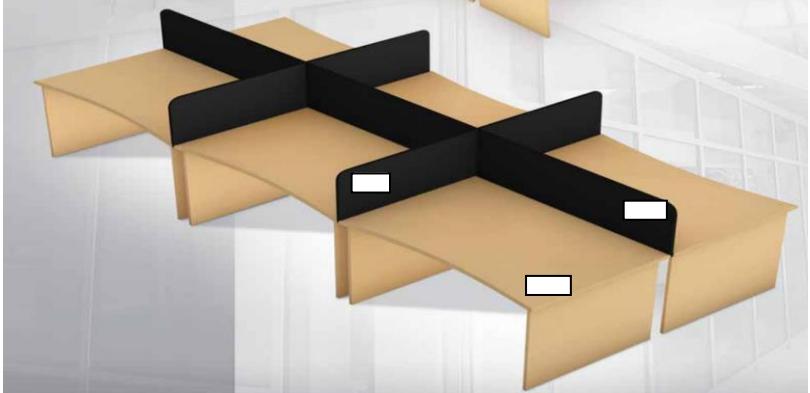
<u>Item no.</u>	<u>Requirements</u> <b>This specification covers the minimum requirements.</b>	<u>Compliance</u> Write “YES” or tick “✓” (if complying ) or Write “NO” (if not complying).
	Supply the following;	
5.2.14	<u>18 off high back chairs.</u> <ul style="list-style-type: none"> <li>• Genuine leather.</li> <li>• Chair width to be 510mm, chair waist support to be 695mm.</li> <li>• Swivel and tilt mechanism.</li> <li>• Gas adjustable, nylon casters.</li> <li>• Adjusting lever and hand rails to be black.</li> </ul> 	
5.2.15	<u>6 off office tables- Executive</u> <ul style="list-style-type: none"> <li>• Colour : Alice Mahogany.</li> <li>• Main Desk Shell : 2400mm x 1200mm x800mm</li> <li>• 4 Drawer / 1 Pencil Tray Desk Height Pedestal - No Lock</li> </ul> 	

<u>Item no.</u>	<u>Requirements</u> <b>This specification covers the minimum requirements.</b>	<u>Compliance</u> Write "YES" or tick "✓" (if complying ) or Write "NO" (if not complying).
5.2.16	<u>10 off filing cabinets.</u>  Colour : Ivory karoo or grey Material:Mild steel Thickness:0.6 mm - 1.2 mm thickness Size: 1320 mm (h) x 470 mm (w) x 630 mm (d).	
5.2.17	<u>22 off wooden cupboards -solid doors (3 x double doors)</u>  <ul style="list-style-type: none"> <li>• Systems Cupboard /Hinge doors/32mm top/16mm backing</li> <li>• Systems Cupboard 1500mm H x 900mm W x 400mm D / Lockable / 3 Shelves.</li> <li>• Colour : Mahogany.</li> </ul>	

<u>Item no.</u>	<u>Requirements</u> <b>This specification covers the minimum requirements.</b>	<u>Compliance</u> Write “YES” or tick “✓” (if complying ) or Write “NO” (if not complying).
5.2.18	<p>4 off 2 door display wooden cupboards – glass door.</p>  <ul style="list-style-type: none"> <li>• Cupboard 1800mm H x 900mm W x 400mm D / 4 Shelves / Lockable.</li> <li>• Colour: Oak.</li> </ul>	
5.2.19	<p><u>32 off Boardroom and visitors chairs.</u></p> <ul style="list-style-type: none"> <li>• Chair width to be 510mm, chair waist support to be 695mm.</li> <li>• Genuine leather.</li> <li>• Swivel and tilt mechanism</li> <li>• Gas adjustable, nylon casters.</li> <li>• Support, adjusting lever and hand rails to be black.</li> </ul>  <p>High Back Swivel &amp; Tilt Gas Adjustable</p> <p>5 Star Nylon Base</p>	

<u>Item no.</u>	<u>Requirements</u> <b>This specification covers the minimum requirements.</b>	<u>Compliance</u> Write “YES” or tick “✓” (if complying ) or Write “NO” (if not complying).
5.2.20	1 off 20 seater table <ul style="list-style-type: none"> <li>• 5600 x 2200mm table.</li> <li>• Oval or rectangular shape.</li> <li>• Colour : Mahogany</li> </ul>	
5.2.21	1 off Octagon table made of (8 off 1400 x 700 trapezium tables) Colour: Oak 	
5.2.22	1 off 8 seater boardroom table 2400mm x1200mm arrow legs rectangular Colour: Alice mahogany 	
5.2.23	4 off 4 tier wooden drawers Colour : Oak 	

<u>Item no.</u>	<u>Requirements</u> <b>This specification covers the minimum requirements.</b>	<u>Compliance</u> Write "YES" or tick "✓" (if complying ) or Write "NO" (if not complying).
5.2.24	<p>1 off credenza</p> <ul style="list-style-type: none"> <li>Credenza - 900mm x 600mm Incl. Shelf &amp; Lock, Sliding Door.</li> <li>Colour: oak</li> </ul> 	
5.2.25	<p>7 off steel office cupboards (lockable)</p> <p>Colour: Ivory Karoo or grey</p> <p>Thickness of Steel: 0.6mm</p> <p>Thickness Including Paint: 0.8mm</p> <ul style="list-style-type: none"> <li>Lockable with 2 sets of keys included</li> <li>Extra durable mild steel</li> <li>4 Adjustable Shelves with crossbar support</li> <li>Heavy duty paint layer for additional protection</li> </ul> <p>1800 mm (h) x 900 mm (w) x 400 mm (d)</p> <p>Weight: approximately 36.5 kg</p> <p>2 Keys</p>  	

<u>Item no.</u>	<u>Requirements</u>	<u>Compliance</u>
	<p><b>This specification covers the minimum requirements.</b></p>	<p><b>Compliance</b> Write “YES” or tick “✓” (if complying ) or Write “NO” (if not complying).</p>
5.2.26	<p>5 off workstation desks Rectangular Desk Screen - 1200 x 600mm x 16mm</p> <p>Colour: Bodensee cherry</p> 	
5.2.27	<p>25 off office desks</p>  <p>2400mm x 1200mm x800mm Colour : Alice mahogany</p>	



### 5.3 Supply and delivery

- The equipment shall be supplied and delivered at RM Depot and ELD, 150 -152 Eel Road, Umbilo.

### 5.4 Calibration

- The measuring instruments shall come with valid calibration certificates.
- No equipment will be accepted by TE without the satisfaction of the conditions above.

### 5.5 Testing

- All tests to be done on site.
- Additional tests can be ordered by Transnet Engineering.

### 5.6 Completion / handover

- A testing period of 1 month (744 hours for 24/7 shifts and 248 hours for 8 hour shifts).
- No equipment will be accepted by TE without the satisfaction of the conditions above.

### 5.7 Warranty

- The minimum warranty period shall be 24 months.
- The contractor shall undertake to repair all faults due to bad workmanship and/or faulty materials during a period of 24 months, calculated from the date that the completed plant installation is accepted by TE.
- Any latent defects that become apparent during the warranty period shall be rectified to the satisfaction of TE at the cost of the supplier.
- The supplier shall agree to replace at his/her cost any defective items discovered within the guaranteed period.

**Note:** All work to be completed in each respect by suitably qualified person.

## 6. OTHER INFORMATION RELATED TO THE SCOPE

- 6.1 This specification states the minimum requirements relating to the work and in no way absolves the contractor from responsibility for sound ethical practice. Any omissions or sub-standard requirements of this specification must be brought to the attention of Transnet Engineering at tender stage and optional prices for addressing such omissions must be provided.
- 6.2 Any matter relating to this work, which requires a decision from Transnet Engineering shall be presented to the Project Manager in charge.
- 6.3 All offers shall be completed in every respect with this specification. Only completed tenders shall be considered
- 6.4 The Technical Officer reserves the right to have the proposal checked independently by a third party.
- 6.5 Tenders must allow for monthly progress and clarification meetings on site initially and after commissioning for defect meetings when required. A meeting will be held after issuing of the tender to establish the exact scope and magnitude of the contract. No tender will be considered unless it has this Certificate signed by the Engineer or his representative.

## 7. HEALTH AND SAFETY REQUIREMENTS

- 7.1 All equipment whether detailed in this specification or not shall comply with the requirements of the Occupational Health and Safety Act 85 of 1993 as amended and all other applicable legislation including specific set of regulations and local authority bylaws where applicable.
- 7.2 All the necessary safety equipment such as guards over rotating equipment shall be supplied and the equipment shall comply fully with all the requirements of the South African Occupational Health and Safety Act, Act 85 of 1993 and all other applicable legislation including specific set of regulations and local authority bylaws where applicable.

## 8. SPECIALIST SUB-CONTRACTORS

- 8.1 Only specialist sub-contractors who have previously successfully completed work of the type and extent specified in this document should be engaged. The tenderer shall provide the technical officer with sufficient proof of having suitable experience regarding the design and manufacturing of similar equipment. To this end, complete and detailed reference list shall be submitted with the tender. Reference list shall include addresses as well as contact person who may be visited for inspection of the equipment during the adjudication period.

## 9. EQUIPMENT

- 9.1 The required items shall be complete in all respects.

## 10. GENERAL REQUIREMENTS

Operation will be in the following conditions:

Altitude	Sea level
Ambient temperature	0°C to 45°C
Relative humidity	50% to 100%
Atmosphere	Heavy saline

## 11. DEFINITIONS AND ABBREVIATIONS

**CLIENT** Transnet Engineering Durban

**PROJECT MANAGER:** Representative / contact person assigned by Transnet Engineering Durban to execute this project

**CONTRACTOR** Contractor appointed under this specification document

## 12. GENERAL

- 12.1 The successful tenderer will be subjected to a workshop inspection by Transnet Engineering, to ensure that the facilities are to the satisfaction of the Transnet Engineering in terms of the quality control and equipment capabilities for manufacturing such type of equipment.
- 12.2 The tenderers shall guarantee that the rating and size etc. of the equipment offered, will be adequate to perform the duties required.

## 13. PENALTY CLAUSES

- 13.1 Due to the criticality of this project, penalties will be levied for late deliveries.