



TRANSNET PORT TERMINALS RICHARDS BAY (TPT RCB)

TENDER NUMBER:

THE PROVISION OF TERMINAL SAFETY CONDITION ASSESSMENT FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")

SCOPE OF WORK

THE PROVISION OF TERMINAL SAFETY CONDITION ASSESSMENT SOC LTD

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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
TNPA	Transnet National Port Authority
TRCB	Transnet Richards Bay (TPT & TNPA)
sqm	Square meter
DBT	Dry Bulk Terminal
MPT	Multi-Purpose Terminal
SOC	State Owned Company

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Table 2: List of Abbreviations continued

Abbreviation	Meaning given to the abbreviation
CEMP	Construction Environmental Management Plan
CD	Compact Disc
CDS	Service provider Documentation Schedule
COC	Certificate of Compliance
CSHEO	Service provider's Safety, Health and Environmental Officer
CM	Construction Manager
DTI	Department of Trade and Industry
EO	Environmental Officer
HAZOP	Hazard and Operability Study
HSSP	Health and Safety Surveillance Plan
HVAC	Heating Ventilation and Air Conditioning
IR	Industrial Relations
IRCC	Industrial Relations Co-ordinating Committee
JSA	Job Safety Analysis
CIRP	Service provider's Industrial Relations Practitioner
Native	Original electronic file format of documentation
NHBRC	National Home Builder Registration Council
PES	Project Environmental Specifications
PIRM	Project Industrial Relations Manager
PIRPMP	Project Industrial Relations Policy and Management Plan
PLA	Project Labour Agreements
PSIRM	Project Site Industrial Relations Manager
PSPM	Project Safety Program Manager
PSSM	Project Site Safety Manager
PrEng	Professional Engineer
ProgEM	Programme Environmental Manager
ProjEM	Project Environmental Manager
QA	Quality Assurance
reefer	Refrigerated unit
SANS	South African National Standards

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1 Works' Information Authorization Signatures

Compiled by:



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Date: 18 March 2025

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Thandeka Nkosi
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Date: 18/03/2025

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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. All divisions operating under one umbrella, Richards Bay is one of Transnet Bulk and Break-Bulk handling terminal divided into two namely, DBT and MPT. DBT's main operations infrastructure comprise of conveyor belts, ship loaders, ship unloaders, tipplers, stackers, reclaimers, hoppers, buildings and galleries.

Section 8 of Occupational Health and Safety Act No 85 of 1993 clearly stipulates duties of employers to their employees, including the responsibility to provide, maintain, as far as is reasonably practicable, a working environment that is safe and without risk to the health of their employees. This section outlines all duties and responsibilities to ensure that employees are always exposed to a safe environment. For complex and most sophisticated operations like Transnet Port Terminals in Richards Bay, a comprehensive approach to ensuring compliance of section 8 to this Act, and to ultimately create a conducive working environment for all stakeholders is needed.

Transnet Port Terminals Richards Bay SHEQ department's approach and model to stay vigilant with the safety compliance of the systems of work, plant and machinery, is to conduct annual safety condition assessment reports, comprehensively carried out by neutral and unbiased specialists for true reflection of status and remedial actions recommendations.

The purpose of this scope of work is to acquire a specialist organization in safety condition assessment of the TPT RCB infrastructure and equipment on a once-off basis.

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2.2 Main Work Information

The purpose of this scope of work is to carry out safety condition assessment of the TPT RCB infrastructure and equipment on a once-off basis. Services required will include:

- Statutory and General Safety Condition Assessment of Port Infrastructure and Equipment
- Feedback Report with Recommendations

3 Detailed Scope of Work

3.1 Statutory and General Safety Condition Assessment of Port Infrastructure and Equipment

3.1.1 The service provider (SP) is required to conduct a comprehensive statutory and general safety condition assessment for all equipment and infrastructure as listed in tables below:

Table 3: Dry Bulk Terminal Buildings and Sheds

Dry Bulk Terminal Buildings and Sheds	
1	Mechanical Workshop (Shop 5)
2	Facilities Workshop
3	HT Elect Workshop & Offices
4	HT Elect Ablutions
5	Central Stores Shed & Offices
6	Central Stores Security & Ablutions
7	Umhlathuze Office Block
8	Umhlathuze Training Centre
9	CCR Office Block
10	Import Elect Workshop & Ablution Facilities
11	Import Mechanical Workshop & Offices
12	Import Park Home Ablutions
13	Export Mechanical Workshop (Old)
14	Export Ablutions
15	Export Workshop (New)
16	Export Electrical Workshop & Ablutions (Gallery)
17	Export Park Home Ablutions
18	Storage Ablutions
19	Storage Elect Workshop & Offices
20	Storage Mechanical Workshop & Offices
21	Storage Ops Control Room & Ablutions Tipplers
22	Storage Ops Control Room Bateman Tower
23	Storage Park Home Ablutions
24	Coking Coal Shed & Ablutions
25	Delkor Plant

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26	Fire Pump House & Ablution
27	Compressor House
28	Tyson Shed
29	GP Shed 1
30	GP Shed 2
31	GP Shed 3
32	GP Shed 4
33	32

Table 4: Multi-Purpose Terminal Buildings and Sheds

Multi-Purpose Terminal Buildings and Sheds	
1	6 Series Shed 1
2	6 Series Shed 2
3	6 Series Shed 3
4	608 Bus Shelter
5	607 Bus Shelter
6	606 Bus Shelter
7	6 Series Park home Ablutions
8	Ngwenya Office Block
9	701 Weighbridge Cabin
10	706 Weighbridge Cabin
11	704 Bus Shelter
12	706 Bus Shelter
13	708 Bus Shelter
14	7 Series Park home Ablutions
15	Way Fearer Rd Weighbridge & Cabin 1
16	Way Fearer Rd Weighbridge & Cabin 2
17	Way Fearer Rd Security Cabin
18	7 Series Steel Shed & Offices
19	7 Series Paper Shed & Umkhombe Offices
20	7 Series Canopy overhang
21	Endlovini Complex Mess & Ablutions & Offices
22	706 Quay Office
23	708 Quay Office
24	Neobulk Ops Office Complex
25	Neobulk Security Cabins x2
26	Neobulk Park home Ablutions
27	Neobulk Park home Offices
28	Weighbridge & Cabin 1 (Neobulk)
29	Weighbridge & Cabin 2 (Neobulk)
30	Weighbridge & Cabin 3 (Neobulk)
31	Weighbridge & Cabin 4 (Neobulk)
32	MHA Workshop & Offices
33	MHA Security Cabin

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34	MPT Carports
35	MPT Shade Cloth Carports
36	35

Table 5: Conveyor Belts Galleries

Galleries and or Conveyors					
Storage		Export		Import	
1	A (A, A2, A3)	1	P (P1, P2, P3, P4)	1	F (F00, F2)
2	B (B1, B2, B3)	2	N (N1, N2, N3, N6, N7)	2	L (L00, L1, L2)
3	C (C1, C2, C3, C4)	3	E (E1.E2)	3	H (H00, H1, H2, H3, H5, H6)
4	D (D1, D2, D3)	4	W (W1, W4)	4	G (G1, G2)
5	J (J1, J2, J3)	5	O (O2, O3)	5	V (V1, V2, V51)
6	K (K1, K2, K3, K4, K5, K6, K11, K14, K71)	6	Q (Q3, Q4)	6	M (M00, M1, M2)
		7	R (R1, R2)		
		8	S (S00, S1, S3, S4, S5, S7, S8)		
		9	F (F1, F2, F3)		
		10	X (X00, X1, X11, X2, X12, X3, X13)		
		11	K (K24, K21, K18)		
	25		39		19
83					

Equipment					
Storage		Export		Import	
1	Tipplers (with chargers)	1	Multi-Purpose Loader	1	Alesa Unloader
2	Bottom Discharge	2	Elmec Loader	2	Liebherr 500 Unloader
3	Stacker	3	IMG Loader	3	Liebherr 550 Unloader
		4	Caillard Loader	4	Caillard 8 Unloader
		5	Mantakraf Loader	5	Caillard 7 Unloader
		6	Reclaimer		
		7	Sandvik		
		8	Ploughs		
	3		8		5
16					

- 3.1.2 The condition assessment must have a systematic measures and rating criteria for the key performance indicators (KPI) considered.
- 3.1.3 At minimum, the SP must use the following indicators:

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Table 6: Key Performance Indicator

Item	Focus Area	Knowledge Area	Key Performance Indicator
1	Equipment & infrastructure	Documentation	<ul style="list-style-type: none"> Existence and completeness of Safety (OHS Act.) Requirements Documentation
		Inspections	<ul style="list-style-type: none"> Evaluation of Safety (OHS act. Requirements) monitoring for compliance Existence and functionality of OSH Act requirements Evaluation of Environmental risks caused by the equipment and infrastructure. Marking and Identifications

3.1.4 Service provider must define to details each measure and scoring criteria.

3.1.5 All measures must reflect their connection to the OHS requirements in equipment and infrastructure.

3.2 Feedback Report with Recommendations

3.2.1 Service provider is required to generate and submit a comprehensive report outlining all work conducted, the criteria used, and with the evaluation matrix.

3.2.2 The evaluation matrix must be clearly explained and provide a detailed review of observations and recommendations.

3.2.3 Recommendations must be classified in hierarchy of importance or urgency.

3.2.4 The report must have a conclusion and recommendation for each knowledge area.

4 General Information

4.1 Documentation Control

4.1.1 Electronic files submitted to TPT shall be clear of known viruses and extraneous "macros".

4.1.2 Sharepoint is a preference for Transnet in sharing files.

4.1.3 The supplier of documentation is required to have, always, the latest generation of virus protection software and up-to-date virus definitions.

4.1.4 Electronic files that are delivered as attachments to e-mail messages shall be advised in alignment the Employer's electronic mail system limitations of file sizes.

4.1.5 Electronic files which exceed stipulated limit must be submitted to the Employer on memory flash drive (free of viruses) delivered under cover of a transmittal.

4.1.6 All documentation and data created for the Project shall be numbered and named according to the requirements of the Employer.

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5 Safety

5.1 Safety Requirements

- 5.1.1 Service provider to comply with Health and Safety Acts and its regulations.
- 5.1.2 Refer to Occupational Health & Safety Act 85 of 1993 ("OHSA") for guidance.
- 5.1.3 Service provider must have a safety file submitted to the safety department for assessment.
- 5.1.4 All employees must be medically fit with report confirm that they may commence work in TPT premises.
- 5.1.5 All personnel involved should always meet all relevant PPE requirement

6 Compliance with Statutory and other requirements

6.1 Compliance

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

- 6.1.1 Occupational Health & Safety Act 85 of 1993 ("OHSA");
- 6.1.2 International Health Regulation Act 28 of 1974;
- 6.1.3 Hazardous Substances Act 15 of 1973;
- 6.1.4 The Compensation for Occupational Injuries and Disease Act, 1993 (Act No.130 of 1993) ("COIDA");
- 6.1.5 All material aspects of all applicable legislation, provincial ordinances and local authority by-laws, including all relevant regulations promulgated in terms thereof, which affects the maritime business;
- 6.1.6 The basic conditions of Employment Act No.75 of 1997;
- 6.1.7 Criminal Procedure Act No.51 of 1977
- 6.1.8 National Ports Act No.12 of 2005 and enabling legislation thereto, including the Port Rules;
- 6.1.9 Control of Access to Public Premises and Vehicle Act, No 53 of 1985;
- 6.1.10 Legal Succession to the South African Transport Services Act No.9 of 1989 (but excluding any tariff provided for in such regulations);
- 6.1.11 Any other Transportation laws or directives that govern TPT's Transportation and Handling Services;
- 6.1.12 Merchant Shipping Act no.57 of 1951, the Maritime Security Regulations 2004 read in conjunction with the International Ship and Port Facility Security Code and Maritime Occupational Safety Regulations (1994), as amended;
- 6.1.13 Codes of Good practice embodied in the Broad Based Black Economic Empowerment Act No.53 of 2003:
- 6.1.14 Customs and Excise Act No.91 of 1964:
- 6.1.15 National Road Traffic Act and Regulations Act 93 of 1996 (as amended from time to time);
- 6.1.16 The National Railway Safety Regulator Act No.16 of 2002,
- 6.1.17 The Labour Relations Act No.66 of 1995 and the Regulations thereto.

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7 Guiding Specifications

Table 7: Schedule of EEAM Specifications

Item No.	Specification Number	Title of Specification
1	EEAM-Q-006	Structural steel Work
2	EEAM-Q-008	Corrosion Protection
3	EEAM-Q-009	Quality Management
4	EEAM-Q-010	Specification for reinforced Concrete and Structural
5	EEAM-Q-012	General Electrical Equipment
6	EEAM-Q-013	Commissioning & Handover
7	EEAM-Q-015	Elec Tech Data Sheet
8	EEAM-Q-016	General Requirements and Conditions
9	EEAM-Q-017	Medium voltage switchgear and control
10	EEAM-Q-018/021/030	Specification for Electrical Equipment
11	EEAM-Q-020	Tests on Electrical Equipment
12	EEAM-Q-021	Electronic Equipment
13	EEAM-Q-023	Specification for RBT -electrical Equipment
14	EEAM-Q-024	General Conditions of Contract
15	EEAM-Q-029	Specification for purchase of air conditions

8 Site Information

8.1 Site Access

Site access will be subject to Transnet security policy and procedures. All applicable PPE will be required for both sites as advised by the project leader.

An appointment will be arrangement for each inland terminal visit to grant access permit to the Service provider, valid only for the period they will be executing work.

9 PROCUREMENT

9.1 The Service provider's Invoices

9.1.1 The invoice states the following:

- Invoice addressed to Transnet SOC Limited.
- Transnet Limited's VAT No: 4720103177
- Invoice number:
- The Service provider's VAT Number; and

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- 9.1.2 The invoice contains the supporting detail:
- 9.1.3 A bill format as per the tender document indicating previously paid, paid to date and amount due for the month.
- 9.1.4 The invoice is presented by emailing to AccountsPayable.TPTRCB@transnet.net

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