

	<b>SCOPE REQUIREMENT TEMPLATE</b>	<b>SCOPE</b>
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.....	.....	.....
<b>Vusi Nyembe</b>	<b>Maikaelelo Mabilo</b>	<b>Mdu Ndawo</b>
<b>Technical Supervisor</b>	<b>Facility Manager</b>	<b>Regional Manager</b>
Date: .....	Date: .....	Date: .....

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## 1. INTRODUCTION

This document relates the scope requirement for the provision of diesel generator maintenance and supply service within Gauteng region.

## 2. SCOPE OF WORK

### 2.1 PURPOSE

The purpose of the document is to record the scope requirements for diesel generator maintenance and supply service within Gauteng region.

### 2.2 SCOPE REQUIREMENT

The scope requirement includes maintenance of diesel generators and supply within Gauteng Region.

The Gauteng Region has two diesel generators installed; they are used as a back supply in the event of electricity failure in building. One is installed at Menlyn Building; its size is 800KVA and second one at Benoni Business Park, its size is 500KVA.

The Supplier is required to supply diesel in areas within Gauteng Operating Unit on as and when required basis.

#### **Diesel Generator and associated accessories**

##### Inspection and service

- Check fan belt condition and tension
- Check radiator passages is clean
- Check radiator hoses and clamps
- Add water conditioner
- Drain radiator/system and refill
- Drain oil and refill
- Change fuel filters
- Change oil filters
- Change water conditioner filters
- Change air filters (if required)
- Check seal faces of elements, air cleaner, hoses and clamps for dust ingress
- Check thermos heater operation and temperature
- Check all guards in position and secure
- Check battery charger
- Check batteries, lugs, clean and tighten
- Battery test:
  - Check hydrometer
  - Check casing condition
  - Check terminals
  - Note Volts
  - Note Amps
  - Compile battery report
- Start engine
- Check for any leaks
- Check charge alternator operation
- Take oil pressure gauge reading

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- Take engine temperature gauge reading
- Check low radiator level
- Check low fuel level
- When engine has stopped, top up with oil
- Check alternator coupling
- Check air vents on alternator
- Check fuel system
- Drain water trap
- Check all pipes and fittings
- Check exhaust, manifold, silencer and pipes
- Check base and anti-vibration mounts
- Run plant on load
- Clean plant and equipment

### **Annual service**

The annual service includes all the items listed in above for the bi-annual inspection and service in addition to the following items:

- Drain radiator
- Refill with new water conditioner
- Drain oil
- Supply and fit new oil filters
- Refill with new oil
- Remove and replace fuel filters
- Remove and replace air filter
- Run the set up to temperature and top up all levels afterwards
- Check entire panel operation
- Fuel system
- Air intake system
- DC electrical system
- Engine
- Lubrication service
- Cooling system service
- Air intake service
- Servicing and testing Starting batteries
- Cleaning batteries
- Checking specific gravity
- Checking electrolyte level

### **Diesel Storage**

#### **Annual Service Pressure tanks**

- Pressure test of diesel tank.
- Test for loss and leaks including a written report

#### **Service Diesel tank & Diesel fuel testing**

- Visual inspection of the fuel system.
- Checking the filters, tanks, fillers and site tubes.

#### **Bi-annual Service Conidia Bioscience test**

- Conidia Bioscience Fuel-stat test and written report.

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### **Annual Service Filtration & Additives**

- The diesel in both tanks will be filtered and polished if no filtration system is installed including additives added.
- The "Fuel Right" method to be utilised

### **Service Fuel supply**

- Supply of 50ppm diesel to fill up tank.
- Proof of purchase to be submitted.
- Mark-up % to be added to cost of fuel

### **Service Hot water storage tank**

- Hot water storage tank shall be thoroughly inspected and monitored during the summer period for any signs of leaks.
- Repairs and/or recoating of the hot water storage tank shall be carried out during summer period.

## **2.3 GAUTENG SOUTH SITES**

Menlyn Building (situated within Tshwane Zone)

Benoni Business Park (situated within Ekurhuleni Zone)

## **3. NORMATIVE/INFORMATIVE REFERENCES**

The following references are included:

### **3.1 NORMATIVE REFERENCES**

- Not Applicable

### **3.2 INFORMATIVE REFERENCES**

- Occupational Health and Safety Act 85 of 1993
- Manufacturer Operation and Maintenance Manuals
- National Building Regulations and Building Standards
- Diesel Generator Standards

## **4. DEFINITIONS AND ABBREVIATIONS**

### **4.1 DEFINITIONS**

#### **4.1.1 Classifications:**

4.1.1.1 **Public domain:** published in any public forum without constraints (either enforced by law, or discretionary).

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~~4.1.1.2 **Controlled disclosure**: controlled disclosure to external parties (either enforced by law, or discretionary).~~

4.1.1.3 **Confidential**: the classification given to information that may be used by malicious/opposing/hostile elements to harm the objectives and functions of Eskom Holdings Limited.

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4.1.1.5 **Top Secret**: the classification given to information that may be used by malicious/opposing/hostile elements to neutralize the objectives and functions of Eskom Holdings Limited.

## 4.2 ABBREVIATIONS

Abbreviation	Description
ERE	Eskom Real Estate
Dx	Eskom Distribution

## 5. ROLES AND RESPONSIBILITIES

Role	Description
Technical Supervisor	Develop scope requirement
Facilities Manager	Support solution proposed
Regional Manager	Authorise implementation of proposed solution

## 6. PROCESS FOR MONITORING

Document revisions will be marked in ascending numeric order. Final copy approved by Regional Manager to be stored accordingly.

## 7. RELATED/SUPPORTING DOCUMENTS

Not applicable

## 8. REQUIREMENTS

Diesel Generator Maintenance Service and Supply for Gauteng region.

## 9. AUTHORISATION

This document has been seen and accepted by:

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<b>Name</b>	<b>Designation</b>
Mdu Ndawo	Regional Manager
Maikaelelo Mabilo	Facilities Manager

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