

Scope of Work

Description of the services

Overview

Airports Company South Africa (ACSA), King Shaka International Airport (KSIA) have one hundred and forty nine (149) Informa, Power Wise and AWP Uninterruptible Power Supply (UPS) installed in the terminal building and in buildings throughout the airport precinct. Their purpose is to ensure power supply is backed up and guard against fluctuating voltage levels. The UPS's differ in sizes as follows:

- Pillar Type rotary 500KVA (1)
- AWP EA890 transformer-based 250KVA (1)
- Static UPS- Informa 1KVA (11)
- Static UPS- Informa 3KVA (58)
- Static UPS- Informa 6KVA (22)
- Static UPS- Informa and power wise 10KVA (33)
- Static UPS- Informa 30KVA (13)
- Static UPS- Informa 40KVA (4)
- Static UPS- Informa 40KVA (4)
- Static UPS- Informa 200KVA (2)

The service provider is to carryout repair tasks (Reactive Maintenance) and Adhoc spares supply of UPS's as recommended by OEM on the adhoc basis, to ensure 100% availability of the equipment that might have impact on our day to day operations. Contractor needs to ensure best functional, availability and reliability of UPS's at all times.

1.1 Special Conditions:

(Operational / Environmental / safety / security / legal etc), working hours, outputs / deliverables, administrative requirements (meeting / report requirements etc.); contract type etc)

- a) Conduct meeting with the Employer's contractor manager when requested

1.2 Contractual Strategy:

Service Level Agreements

NEC 3 TSSC contract to be used

Evaluation

Contractors will be evaluated on the following:

Safety & Housekeeping	Safety regulations to be always adhered to. Maintain Good housekeeping at all times.
Security	ID card always clearly visible
	Clear sign of the name of company
Reliability	No repeat incident on equipment
	Keep agreed spares available
Submission of quotes & invoices on time	Quotes submitted within specific timeframe

	Invoices submitted to finance department on time and with correct order numbers	
Uniforms	Proper PPE to be worn at all times	
Quality of workmanship	All work and spares to be according to correct engineering practices, standards and OEM recommendations.	
	Workmanship to be of a good quality	
	Adhering to OHS Act	

Location of the works
The work will be done at King Shaka International Airport sites.

1.3 Identified Risks:
(Highlight any identified risks and risk mitigation strategies, i.e. who will carry the risk between ACSA and the contractor, due diligence tests, certifications, etcetera)

Description	Control
Delay in equipment deliveries	Agreement with OEM must be submitted
Scope changes	Sign off by relevant departments
Cost escalation	Control in place to ensure a reasonable price escalation is only allowed
Competent Skills	Comprehensive CV to be scrutinised and Technical assistance from OEM has to be agreed to with the Service Provider
Spares availability	Spares purchase agreement to be in place between OEM and the service provider for supply of critical spares if or when required.

1.4 Contract Management:
(Provide details on roles and responsibilities, supplier relationship management, supplier performance assessments, reports, meetings, etcetera)

a) The required reports, meetings and contractor's performance are covered above under SLA

2. Drawings / Reports

List and attach drawings / reports where necessary.

a) N/A

