



SPECIFICATION FOR PROVIDING WASTE MANAGEMENT SERVICES AT TRANSNET ENGINEERING UITENHAGE REGION

	FACILITIES & INFRASTRUCTURE MANAGEMENT
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SPECIFICATION FOR THE MANAGEMENT AND REMOVAL OF INDUSTRIAL WASTE FOR TRANSNET ENGINEERING

1. SCOPE OF SERVICE TO BE RENDERED

Transnet Engineering (TE) requires the services of a reputable, competent, and experienced service provider for the provision of waste minimisation, removal and safe disposal of General and Hazardous waste for TE's Uitenhage Centre, New Brighton, Swartkops and Cambridge Depots for a period of **Three (3) Years**. The Service Provider shall also be required to provide emergency response and clean-up of spillage incidents and disposal thereof.

The Service Provider should have the capacity to provide services in the areas below:

- Uitenhage Centre
 - All businesses
- Swartkops
 - Diesel Locomotives
 - Electrical Locomotives
 - SOE
- New Brighton
 - Wagons Maintenance
- Cambridge
 - Locomotives
 - SOE

The services required shall include the provision of appropriate waste receptacles for handling, removal, minimisation, recycling and disposal non-recyclable general waste. The waste receptacles should meet all applicable national standards and further be able to temporarily store or safe keep general waste without causing any pollution.

2. Description of services

2.1 Waste Minimisation:

Transnet Engineering aims to divert waste from the landfill site, to be environmentally responsible and reduce waste footprint. The service provider should therefore assist in identifying waste streams that can be reused, reduced, or recycled at source. Where TE also finds opportunities for recycling and where the service provider has failed to do so, the service provider shall be informed to conform to the agreement made by TE with the recycler or anyone thereof.

Waste minimisation services shall include all three Rs (i.e. Reduce, Re-use and Recycle) of waste minimisation as per waste hierarchy. Appointed supplier shall apply waste minimisation solutions from the source to eliminate unnecessary disposal of the entire waste stream.

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Receptacles for all waste shall meet applicable South African National Standards. All recycling receptacles shall be colour coded and clearly labelled in line with Transnet Engineering approved colours as follows:

- General waste: Black bin.
- Paper: Yellow bin
- Cans and tins: Blue bin
- Plastic material: Green bin

2.2 Provision of suitable receptacles

Provision of suitable receptacles (bins, skips, drums, and tankers among others), for general waste:

- The word bins and skips shall be used interchangeably.
- The receptacles must be provided at dedicated storage areas inside the premises by the Service Provider;
- All receptacles are to be clearly marked and/ or numbered;
- Receptacles are to be leak proof, rust proof and in good condition;
- Receptacles must be cleaned prior to being returned to allocated waste points;
- Receptacles provided for the storage of hazardous waste must contain a lid or appropriate cover.
- Receptacles and vehicles/ machinery transporting waste must be in good condition and comply with relevant legislation and SANS codes of practice

2.3 Provision of Spill response and clean up services

- The Successful Service Provider must be capable of rendering a “hazmat” and environmental spill response service or be able to subcontract such a service. All quotations and invoicing will be dealt with through the main Successful Service Provider. The name of the subcontractor must be supplied, and the subcontractor may not be changed unless approved by Risk and Safety, Uitenhage Centre.
- The successful service provider shall be responsible for spill response and clean up services as and when required (Ad-Hoc basis). Various chemicals that can be spilled include paint, thinners, oils, grease, turpentine, and effluent wastewater amongst others. The service provider shall submit a report on the clean-up of spillages to TE.

2. 4 Cost Saving from Waste Minimisation

The service provider should be able to quantify on a monthly basis the cost saving realised from recycled waste diverted from landfill.

2. 5 Waste Management Awareness

Despite all efforts in the past years, there is still clear evidence of a general lack of awareness and understanding of the requirements for waste management in Uitenhage Region. The service provider shall be responsible for

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creating awareness to employees in order to educate and optimise waste minimisation. The awareness should be able to eliminate:

- Mixing of general and hazardous waste
- Mixing of recyclables with non-recyclables
- Disposal of recyclables/reusable materials
- Burning of waste materials on site
- Poor understanding related to the importance of adequate waste storage areas and equipment

The awareness should clearly define and emphasise roles and responsibilities of employees for an effective management of waste streams.

2.6 Waste Handling, Storage and Disposal Services:

The service provider shall be responsible for provision of the following services:

- Waste bins servicing and waste removal, transport and disposal of waste as indicated, a day from the time of request.
- Emergency call outs shall be attended to within 24 hours and included in the contract price.
- Supplying name, cell number and e-mail address of one contact person and an alternative.
- Registered to collect and transport general and hazardous waste under the relevant National, Provincial and local authority's legislations. All registration documents must be submitted to TE
- Providing the registration certificates of all hazardous waste sites that they will utilise for waste disposal.
- Providing employees with outer clothing that will permit ready identification as well as a certificate of identity.
- Providing employees with safety boots and reflective jackets and in cases of noise zones also with hearing protection and all other relevant Personal Protective Equipment to minimise and prevent any exposure to employees.
- Submitting signed waste manifest documents and certificates of safe disposal from the Waste Disposal Site that received such waste with each invoice submitted to the Risk and Safety Department.
- Meeting with the CRA Dept., Uitenhage on a monthly basis or as and when required to ensure the services are carried out effectively in accordance with the scope and to resolve any matters of concern that might arise.
- All areas which are not part of the specifications will be dealt with separately with the procurement personnel.
- Nominating a representative who shall be available at any hour for call-out in cases of emergency.
- The service provider shall comply with the provisions of the following statutes among others, as well as all such laws, Provincial Ordinance, Local Authority Bylaws and all relevant Regulations applicable to the work to be undertaken as amended:
 - Compensation of Occupational Injuries and Diseases Act (Act 130 of 1993)
 - Occupational Health and Safety Act (Act 85 of 1993)
 - Hazardous Substances Act, No 15 of 1973
 - National Environmental Management Waste Act, No 59 of 2008

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- National Environmental Management Act, Act 107 of 1998
- National Traffic Act, Act 93 of 1996.
- National Water Act, No 38 of 1998
- Any other waste related legislation
- Nelson Mandela and Buffalo City Municipality By-Laws (and those of respective municipalities where Uitenhage Region depots fall under) regarding waste transport, removal and disposal
- Waste information Regulations and Standards
- Any law that might be promulgated during the contract period, shall be considered and complied with disposal prohibition.
- The service provider shall immediately inform and advise TE of changing waste legislation, regulation and analyse impact on TE operations and financial position.
- TE CRA Department shall monitor the service provider and evaluate the level of compliance to the conditions stipulated in this Specification and Transnet IMS Policy. Monitoring will be done on a regular basis involving an observation and formal inspection where site inspection of facilities can be done, and the service provider shall be responsible for the acts and omissions of his/her employees. TE reserves the right to issue non-conformances reports where the service provider is not complying.
- TE reserves the right to arrange for itself another service provider to carry out the service if the service specification is not adhered to. All costs including supervision in which TE is involved shall be borne solely by the service provider.
- The contract will be terminated or suspended should TE not be satisfied with the services that have been provided.
- The service provider shall arrange for Transnet Safety, Health and Environment Induction for all employees before they may enter the different sites for work, including new personnel in case of change in its employees / staff servicing TE's Depots.
- The service may be decreased/ increased according to the TE business needs
- The service provider and subcontractor shall supply the following documents:
 - Valid Letter of Good Standing
 - Signed Section 37 agreement (to be provided by TE)
 - Medical certificates for each employee to work or collect waste on site including but not limited to:
 - Hearing test
 - Lung function test
 - Contractor Compliance File (SHE File) must include but not necessarily limited to):
 - Risk Assessment
 - Appointment letters
 - Pest Control Operator certificate of registration
 - Safe Operating Procedures
 - Waste Management Plan
 - Personal Protective Equipment checklist indicating all PPE to be worn on site
 - MSDS of all chemicals to be used
- The service provider may be requested during the contract period to change the waste handling equipment to suite TE waste management systems.
- The following must be specified:
 - Waste container size

- Rental cost
 - Transport cost
 - Provision and removal of ad hoc receptacles
 - Disposal cost per waste category per ton or per frequency of disposal
- Ad hoc bins must be supplied as and when requested.
- Receptacles used on a full-time basis and those used on an 'ad hoc' basis must be kept separate.
- Skips and bins must be:
 - Leak proof
 - General waste and hazardous waste skips/ bins must be labelled as such
 - All receptacles are to be clearly marked or numbered.
 - Receptacles must be cleaned at designated wash bays prior to being returned to allocated waste points
 - Receptacles provided for the storage of hazardous waste must contain a lid or appropriate cover.
 - Skip net cover shall be readily available to cover a skip that is full to prevent waste being blown by wind and to be used during transportation of waste
- Provide advice and solution to minimisation of waste generated from TE activities within various businesses
- On site waste separation for the main Centre
- Transportation of recyclables from the depots recycling to the main Centre where the sorting will take place
- Receptacles and vehicles/machinery transporting waste must be in good condition and comply with relevant legislation and SANS codes of practice.
- The contractor shall provide office paper box for recycling at no cost to TE
- Submission of a list of registered landfill sites the company will be utilising
- All data associated with the submission of waste manifest and safety disposal certificates for each stream that is removed from site must be forwarded to Risk and Safety Department.

2.7 Waste Service Location

The successful service provider shall provide services (above) at the following areas and positions.

2.7.1 Uitenhage Centre Waste Bins/ Services locations

Table 1: Table indicating number of Waste Bins (m3) to be provided and locations respectively

General Waste Requirements

POSITION REF NUMBER	AREA	WASTE BIN TYPE / TANK	Size (m ³)	NUMBER OF BINS
WAGONS				
1.	Spray booth (Fabrication)	General (big bin)	11	1

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POSITION REF NUMBER	AREA	WASTE BIN TYPE / TANK	Size (m ³)	NUMBER OF BINS
2.	Shot blast Booth Area 2	General (big bin)	11	1
3.	Paint Shop (bay 5)	General	11	1
4.	Back of bay 9 (back)	General	11	1
5.	Back of Bay 57	General	11	1
6.	Bay 52 Behind PD	General	11	1
7.	Back of bay 13	General	11	1
8.	Back of bay 17	General	11	1
9.	Next to bay 17 (SOE)	General	11	1
10.	Warehouse Receiving (bay 40)	General	11	1

Hazardous Waste Requirements

POSITION REF NUMBER	AREA	WASTE BIN TYPE / TANK	Size (m ³)	NUMBER OF BINS
WAGONS				
1	Spray booth (Fabrication)	Hazardous Waste Bin	11	1
2	Shot blast Booth Area 1	Hazardous Waste Bin	11	1
3	Paint shop back	Hazardous Waste Bin	11	1
4	Front of Bay 5	Hazardous Waste Bin	11	1
5	Back of bay 9 (back)	Hazardous Waste Bin	11	1
6	Back of Bay 57	Hazardous Waste Bin	11	1
7	Back of bay 11	Hazardous Waste Bin	11	1
8	Back of bay 54	Hazardous Waste Bin	11	1
9	Front of bay 15	Hazardous Waste Bin	11	1
10	Back of bay 17	Hazardous Waste Bin	11	1
11	Wagons	Welding flux (Adhoc)	6	1
	PEMM	Florescent Tube disposal box	box	1

Uitenhage Centre Ad-Hoc services required

The successful service provider shall be requested to provide clean up services of various liquid waste as and when required. This service does not have a specified frequency and shall be done on an Ad-hoc basis.

Table 2: Table outlining services required on an Ad-hoc basis

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POSITION REF NUMBER	AREA	WASTE TYPE/CONTAINER TO BE SERVICED/DRAINED	VOLUME	QUANTITY
1	Side of paint shop	IBC Paint waste tank	1 000 L each	5
2	Wheels	Wash Bay oil pit and sludge	30 000 L	1
3	PEMM Green Tank	Compressor Vacuum tank	10 000 L	1
4	Wagons Paint shop, Fabrication, Wagons Wash bay	Effluent wastewater removal and cleanup/rehabilitation services	2 Areas 10 000L	Ad Hoc Basis
Hazmat	Ad-hoc (All Businesses)	Provision of spill cleanup services – Chemicals include paint, oil, diesel, thinners, hydraulic oils, effluent water	unknown	Ad-hoc basis

Waste Inventory Management for Uitenhage

The Successful Service Provider shall be responsible for the management, removal, disposal, but not limited to, the following type of waste:

REF NO	WASTE TYPE	WASTE COMPOSITION	Service Required
UTHC 1.	GENERAL WASTE		
UTHC 1.1.	General Waste (Disposable)	Floor sweepings; grinding dust; food waste; food contaminated packaging-chip packets, cans, cardboard, office paper, plastics. Empty filler foam, empty sealant containers, used paper towels, broken windcreens and glasses etc.	Removal, transport and disposal
UTHC 1.2.	General Waste (Recyclables)	White Paper	Removal and Recycle
		Cardboard boxes	Removal and Recycle
		Cans, Plastic, bottles, glass etc.	Removal and Recycle
		Hard Plastics	Removal and Recycle
		Wooden Pallets and other wood waste	Remove, transport, Dispose or Recycle
		Rubber etc. (Dispose/ Recycle)	Remove, transport, Dispose or Recycle
UTHC 2.1.	Hazardous Waste	Empty paint tins, empty thinners containers, used oily/chemical rags -(used for paint, oils,	Remove Transport & dispose

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REF NO	WASTE TYPE	WASTE COMPOSITION	Service Required
		chemicals, paraffin, etc.), Shotblast Sand/ grit, Paint Sludge, old paint, old PPEs (old gloves, boots, overalls), etc.	
		Insulators (plastic foams), rubber, old oil drums, Sealant Containers	Remove Transport & dispose
		Oil/ Hydrocarbon Contaminated Absorbent Mats	Remove Transport & dispose (Ad-hoc)
		Used PPE contaminated with oils, grease etc.	Remove Transport & dispose
		Aerosol Cans	Remove Transport & dispose
		Contaminated Absorbent materials etc.	Remove Transport & dispose
UTHC 3	Liquid Hazardous Wastes	Effluent – Solvent Drain/ cold clean,	Remove Transport & dispose
		Old Paint Thinners	Remove Transport & dispose
		Compressor effluent (condensate)	Remove Transport & dispose
		Old paint	Remove Transport & dispose
		Paint sludge and effluent clean ups (Ad-hoc) and sucking	Remove Transport & dispose
		Old Solvents / Bath	Remove Transport & dispose/ recycle
		Old Cutting fluid/ oils	Remove Transport & dispose / recycle
		Old Oil Removal	Remove Transport & Recycle

2.7.1 New Brighton Waste Bins Locations

POSITION REF NUMBER	AREA	WASTE BIN TYPE	Size (m ³)	NUMBER OF BINS
WAGONS MAINTANANCE DEPOT				
1	Area specified by TE onsite	General waste	11	1
2	Area specified by TE onsite	Hazardous Waste	18	1

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2.7.2 Cambridge Depots Waste Bins/ Services locations

Cambridge service will be on adhoc basis as the scope of the depot may change within the duration of this contract.

POSITION REF NUMBER	AREA	WASTE BIN TYPE / TANK Type	Size (m ³)	NUMBER OF BINS
LOCOMOTIVES MAINTANACE DEPOT				
1	Area specified by TE onsite	General waste	11	1
2	Area specified by TE onsite	Hazardous Waste	11	1
SOE CAMBRIDGE				
3	Area specified by TE onsite	General Waste (SOE)	11	1

2.7.3 Swartkops Waste Bins Locations

POSITION REF NUMBER	AREA	WASTE BIN TYPE / TANK	SIZES(m ³)	NUMBER OF BINS
General Waste	Back of Diesel Workshop	General Waste bin	11	1
	Front of Electrical Workshop	General Waste bin	11	1
Hazardous Waste	Back of Electrical Workshop	(Oil, Sludge+ sand) Hazardous waste bin	11	1
	Back of Diesel workshop	(Oil & Air Filters) Hazardous waste bin	11	1
	Diesel workshop	Hazardous waste bin (Absorbent mats)	11	1
	Back of Diesel workshop	(Oil, Sludge+ sand) Hazardous waste bin	11	1

2.9. Frequency of Removal:

- For general (non-hazardous) waste, the service provider must collect the waste bins within 24hrs from the time of request.
- All recyclable waste shall be collected from the Waste Separation Area located at the Uitenhage Centre. The service provider will transport recyclables from the nearby surrounding depots to the Waste Separation Area at the Uitenhage Centre.
- The service provider will then transport the recyclables from Uitenhage Centre to the recycling facilities on a fortnightly or monthly basis depending on the
- All waste manifest documents shall be approved by identified personnel from TE.
- Service provider shall quantify all recycled waste and submit a dialed report for type of waste recycled, weight and cost value in Rands.

Table outlining liquid/effluent waste to be cleaned on Adhoc basis (when required)

POSITION REF NUMBER	AREA	WASTE BIN TYPE / TANK	SIZES
	Effluent Plant Sludge	Cleaning of Effluent plant	10,000lt
	Canal Sludge	Remove Sludge	10,000lt

2.10 Recycling of Used Oil

The service provider will be required to do the following in line with the management of used oil:

- (i) Provide suitable receptacles for the storage of used oil on site.
- (ii) Investigate ways (together with Transnet) in which the used oil can be re-used or recycled to avoid disposal.
- (iii) Provide sustainable solutions for the management of used oil in line with regulatory framework and company policies and procedures.
- (iv) Receptacles and vehicles transporting the used oil must be in good condition and comply with relevant legislation and SANS codes of practice.
- (v) Remove used oil from site on a call out basis
- (vi) Report recycled used oil through the Waste Information System.
- (vii) Wash and clean any oil spillages where spills have occurred, e.g. during decanting or refueling.

2.11 Certificates, Licenses and Reports

The service provider should have relevant authorisations in forms of registrations, licenses to handle all waste and shall be responsible for submitting all information legally required to Uitenhage CRA Department including:

- Safe waste disposal certificates;
- Licenses of all landfill sites used for disposal of all waste;
- Licenses of Material Recycling Facilities used for recycling of recyclables;
- Waste manifest documents in line with Waste Information Regulations;
- Acceptance of waste/ material received by recycling facilities/ treatment facilities;
- Information required to complete waste accounting in line with TE Waste Information System;
- Monthly SHE inspections and Audits in line with TE's Safety, Health and Environment (SHE) suitable service provider Specifications;
- Monthly volume reports.

2.12 Technical and Cost Proposal

The service provider shall propose all probable cost in relation to the defined scope of work. The technical proposal shall clearly define the methodology/approach to this project with clear time frames.

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1. Prices must be fixed for one month. Price increase shall be negotiated once a year. SHE and Supply Chain Department must be informed three (3) Years before the planned price increase.
2. Prices may not be higher than the inflation rate or legislated rates. The following rates must be fixed for one month:
 - a. Renting of bins
 - b. Supply of any other equipment subject to renting

Staff compliment for UTH Centre, SWS & NB

AREA/ BUSINESS	SERVICES REQUIRED	HOURS	DAYS PER WEEK
All Depots (UTH, New Brighton, Swartkops)	Site Supervisor x 1 off	07:30 – 16:00	Mon - Fri
To be split across the depots as per the above depots	General Workers x 4 off	07:30- 16:00	Mon- Fri

2.13 Reporting

The service provider shall also provide monthly performance reports highlighting volumes, incidents, and challenges. He/she shall respectively submit monthly and annual reports which are in line with provisions of Waste Information Regulations applicable to Uitenhage Region.

The monthly reports shall be submitted with the following information amongst others:

- the types and volumes/tonnages of minimised/recyclable waste,
- the types and volumes/tonnages of disposed waste,
- the names of businesses where waste was collected,
- the names of business where recyclables were collected,
- the area(s) or points in the business where waste was collected,
- the rebates rates per quantities of all recyclables collected

The reports shall be issued both electronically and in hard copy to TE Representative (i.e SHE Department or relevant Local Business Manager). Waste and recyclable volumes and types must be captured electronically in line with TE requirements to allow the establishment of waste trends and the monitoring of objectives and targets.

2.14 Technical Capacity and Experience

The service provider shall demonstrate proven track record of similar service offered elsewhere in the country in their proposal to Transnet Engineering. The technical capacity required for delivering this nature of service should also be included.

2.15 Waste Minimisation

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The service provider shall assist Transnet Engineering Uitenhage Region in implementing its integrated waste management plan focusing on waste minimization (reduce, re-use and recycle) services (initiatives) as per the waste hierarchy. All waste minimisation solutions shall be implemented at source to eliminate unnecessary disposal of the entire waste stream.

The service provider shall be responsible for creating awareness to employees to optimize waste minimization initiatives. The awareness should be able to eliminate mixing of waste, disposal of recyclables and reusable materials amongst others.

The service provider shall reimburse TE from waste that is recycled. TE is the owner of the waste; therefore, all rebates shall be payable to TE unless otherwise agreed between the two parties of other payment arrangements.

2.16 Compliance with Statutes

The service provider shall ensure that all statutory law and related regulations (as amended) pertaining to the minimisation, removal and disposal of waste are complied with. This shall include compliance to the provisions of, but not limited to:

- The Compensation of Occupational Injuries and Diseases Act (No. 130 of 1993);
- Requirements of the Occupational Health and Safety Act (No. 85 of 1993);
- The National Environmental Management Act, Act 107 of 1998.
- The National Environmental Management: Waste Act, Act 59 of 2008.
- Waste Information Regulations and Standards.
- The Hazardous Substances Act, Act 15 of 1973.
- The National Traffic Act, Act 93 of 1996.
- The Employment Equity Act, Act 55 of 1998.
- The Labour Relations Act, Act 66 of 1995.
- The Basic Conditions of Employment Act, Act 75 of 1997.
- Hazardous Substances Act (Act 5 of 1973)
- Health Act (Act 63 of 1977)
- National Water Act (Act 36 of 1998)

The service provider shall at his/her own cost comply with the provisions of all such laws, Provincial Ordinances, Local Authority By-laws, and all other relevant Regulations applicable to the work to be undertaken as amended.

2.17 General Requirements:

The following general requirements shall be complied with:

The Service Provider shall comply with the TE SHE specification, applicable SANS standards, best practice requirements of ISO 9001, ISO 14001, and ISO 45001.

2.18 Waste Service Provider Representatives

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Once appointed, the service provider shall ensure adequate supervision for service provided accessible and available at least at any hour for call-out in cases of emergency. The service provider shall provide Transnet Engineering with the names and telephone/cellular phone numbers of its representatives. The nominated representatives shall be familiarised with the contact details of TE SHE Department.

The service provider shall elect a person to always exercise supervision over the service, such a person shall be competent and responsible, and have adequate experience in carrying out work of a similar nature and shall exercise personnel supervision on behalf of the service provider.

All persons employed by the suitable Service Provider for carrying out the contract shall:

- be competent and of good character
- be trained
- be medically fit to carry the work
- obey safety rules
- comply with prescribed PPE
- be in possession of valid driver's licence
- maintain high standard of housekeeping for all waste sites

2.19 Contract Period

The contract duration shall be for a period of Three (3) Years.

2.20 Material Supply

No receptacles or any material will be supplied by TE unless already available.

2.21 Details of Plant and Equipment

The service provider must state which plant or equipment they propose using and the way the service will operate. Full details of the service provider's business operations are to be submitted with the tender.

2.22 Damage to Service Provider's Vehicles, Plant and Equipment

Transnet Engineering will not be responsible for any loss of or damage to any waste receptacles, vehicles, equipment, material, or plant belonging to the waste suitable Service Provider except for loss or damage which is due to wilful misconduct or gross negligence on the part of TE or any of its employees.

2.23 Disposal of Waste

The following will apply to the disposal of waste:

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- All waste emanating from within TE premises (Centres, Depots and Business Units) must be disposed of in accordance with all statutory laws, local authority by-laws and regulations governing the category of waste being handled.
- TE wishes to be a responsible organisation with regards to the generation, handling and disposal of waste that emanates from its operations. To this end TE needs to be assured that the waste is being properly managed in the disposal operation.
- Loaded hazardous industrial waste bins shall be adequately covered in transit over public roads to TE's satisfaction.
- The service provider shall take all necessary measures to prevent spillage or seepage from receptacles/vehicles during transporting to the appropriate landfill site (waste disposal site).
- It is the responsibility of the Service Provider to ensure that all waste is disposed at a landfill site, which is specifically designated for such purposes. This site of disposal shall be subjected to random audits by TE.
- The service provider's responsibility in terms of transporting waste shall remain as such. Therefore, TE shall consider the original landfill disposal cost as true reflection of waste disposal.
- Where Possible or need arise or policy change in TE or Transnet Group, TE shall inform the service provider of landfill or any other waste manager site they can use as proposed by TE, the Service provider shall comply

2.24 Health and Hygiene of Waste Handlers

The following shall be applicable to the service provider's waste handlers operating on-site:

- Waste handlers should be informed and trained on the risks and hazards of exposure to such waste (regulations for *Hazardous Biological Agents, R4: Information and Training*).
- Waste handlers should wear adequate and appropriate PPE, which must include, but are not limited to, impermeable gloves, hard hats, identifiable overalls, steel toe cap shoes, etc. Waste handlers should be trained in the proper wearing and storage of PPE (regulations for *Hazardous Biological Agents, R4: Information and Training*).
- All waste handlers should be subjected to pre-employment medical tests prior commencement of the contract. Proof of such medical tests should be produced upon request.
- Waste handlers should adhere to any instructions given regarding environmental and health practices by a person delegated by or designated TE employee. Adequate infection control techniques shall always be practiced.
- All incidents involving potential infection should be reported to TE as soon as possible. Any information that could assist in the investigation of an incident should be made available upon request to TE.
- Waste collection vehicles should be roadworthy and serviceable condition. Daily tasks should be carried out and proof of tasks to be kept. Licensed drivers of waste collection vehicles should adhere to all rules and regulations as stipulated under the National Road Traffic Act (No. 93 of 1996) as well as the relevant SANS codes of practise.

2.25 Information On-site

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Tenderers shall visit the sites of the proposed waste removal service and acquaint themselves with the nature of the work, the conditions under which the work is to be done, the means of access to the site, the waste streams to be removed, any limitations or restrictions that may be imposed by TE, local or other relevant authorities.

TE does not guarantee that the products to be disposed of as observed on TE sites will remain of a consistent nature.

3. MEASUREMENT AND PENALTY

A 'safety delivery note' and monthly service record form is to be completed for each disposal. The form must contain the following information:

- Date;
- Location of receptacle;
- Suitable Service Provider's receptacle number; and
- Receptacle type and capacity.

Receptacles used on a full-time basis and those used on an 'ad hoc' basis must be kept separate.

Should the Service Provider fail to comply to the contract/ agreement or any part thereof before the stipulated completion date, an amount a certain amount agreed upon by two parties shall be deducted per day by TE for each day falling after stipulated completion date until the contract/ agreement or any part thereof are completed. The service provider shall further be penalised if the waste recycling objective and KPI is not met within the timeframe stipulated by TE.

4. SECURITY

The service provider shall adhere to all security measures as enforced by TE.

5. ADDITIONAL REQUIREMENTS

- The service provider shall not cede, assign, transfer or sublet the agreement or any part thereof and shall not enter any subcontract of whatever nature for the execution hereof without the prior written consent of the other.
- No amendment or variation of, or addition to this agreement shall be of any force or effect unless reduced to writing and signed by both parties.
- No extension of time waiver, indulgence, release from liability, compromise or other arrangement granted or allowed by either party shall constitute a waiver or novation of, or in any other way prejudice such party rights in terms hereof.
- A signature must be received by the Service Provider in agreeing with the contents stipulated in the contact/ agreement, as well of an understanding of non-compliance and the contract/ agreement must be signed on a particular date and witnessed by at least two personnel from TE and the Service Provider.

6. DUTIES OF THE SERVICE PROVIDER

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The services rendered by the Waste Management personnel of the service provider shall be rendered under competent supervision provided by the Service Provider, e.g., Site Manager

The service provider shall provide proper identification for all the personnel in terms of the agreement.

Identification for purpose of this agreement shall constitute -

- a standard uniform, and
- an identity certificate or permit to be displayed, and visible on the employee.

The service provider warrants and guarantees that -

- the services shall be rendered and executed in a professional manner in accordance with the standards laid down and expected in the industry.
- the personnel shall have the expertise to execute their functions properly, in particular regarding but not limited to -
- the training for and execution of their services.

The service provider undertakes that -

- they shall conform and comply with all statutory provisions, regulations and by-laws relating to his business, services and/or his/her personnel.
- they shall be responsible for the payment of, inter alia, all taxes, levies and other monies levied under law by, for example any local authority.
- they shall ensure, that should any member of his/her personnel for any reason whatsoever be found incompetent for service by Transnet Engineering, that such member shall be replaced forthwith by other personnel and not to be used for services in connection with Transnet Engineering; and he shall at the signing of this agreement provide Transnet Engineering with copies of his grievance and disciplinary procedures.
- although the Service Provider's personnel may on some occasions render certain services under the supervision and control of Transnet Engineering, no contractual/employer employee relationship shall come into existence between such personnel and Transnet Engineering and such services shall not affect the liability referred to in clause 6 hereunder.
- the service provider shall forthwith inform Transnet Engineering of the existence of any hazard or potentially dangerous situations on the premises where the services are rendered as soon as he or his Waste Management staff are aware thereof. The parties place on record that Transnet Engineering Representative shall always be entitled to monitor the Service Provider's services without prior notice.

7. METHOD OF WORK

The scope of work is primarily to manage the waste system at TRANSNET in the most cost effective and environmentally acceptable manner.

7.1 Working Hours

- Mondays to Fridays 07h30 – 16h00

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7.2 Duties of Sorters will include:

- Categorizing and separating all recyclable and non-recyclable waste at the selected Waste Sorting Area.
- Monitoring all the non-recyclable and recyclable bins.
- Sorting and separation.
- Ensuring cleanliness of Waste Sorting Area.
- Identifying all recyclable grades.
- Managing any recyclable items that need to leave the site.
- Taking Safety precautionary measures at all times.
- Collection of recyclable waste from wheelie bins at various businesses.

The above stipulates the on-site staff allocated to the site 5 days per week.

7.3 Equipment

The following vehicles and equipment will be introduced to the site to ensure an effective recycling operation:

- Sorting Table
- Steel Racks
- Scale
- Baling Machine
- Bulk Bags and Consumables

8 PRINCIPLES TO BE APPLIED WHEN MANAGING ON-SITE AREA

- **"Precautionary Principle"** waste is assumed to be highly hazardous and toxic until proven otherwise.
- **"Polluter Pays Principle"** the person or organisation causing pollution is liable for any costs involved in cleaning it up or rehabilitating its effect.
- **"Duty of Care"** meaning that the generator of the waste is responsible for the fate of the generated waste in all circumstances – how it is handled, stored, transported and disposed.
- **"Cradle to grave"** meaning that wastes management begins at generation and ends at recycling, destruction or safe disposal of waste.
- **"Life cycle"** approach, which implies that integrated waste management, will be practiced through all stages of an activity including design, construction, operation, decommissioning and closure.

9 SPECIFIC REQUIREMENTS FOR TENDER RESPONSES

The prospective service provider (Tenderers) shall submit a detailed proposal indicating the following:

- Cost breakdown for the services including waste disposal costs, transportation, and waste handling and management costs,
- Waste registration certificates in terms of the National Waste Act and other legal ordinances for management, transport and disposal of waste,

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BIDDERS SIGNATURE/STAMP: _____

- Provide a copy of proof of registration with local authority or Department of Environmental Affairs or South African Waste Information System,
- Provide a proof of the Institute of Waste Management South Africa (IWMSA),
- A detailed methodology on the rollout of the services (including waste equipment delivery period),
- Indicate clear capacity for delivering adequate service within the proposed time frame,
- Indicating all the services that will be rendered as primary Service Provider and those that will be sub-contracted to 3rd party,
- Details waste recycling plan/ methodology in line with the waste inventories
- Clear deliverable times (Turnaround times),
- Recognition by a local and / or international body (ISO Certifications, professional registration etc.),
- Example template of the waste volumes reports,
- The footprint of the company's operational services/ offices within South Africa,
- Three (3) references letters with full details of the company details

Tenderers must state which plant or equipment they propose using and the manner in which the service will operate. Full details of how the business operates are to be submitted with the proposal. TE shall not be responsible for any loss of or damage to any vehicle, equipment or material used on the service, excepting loss or damage the proximate cause of which is the negligence of TE or its employees,

Tenderers shall visit the sites of the proposed waste removal service and acquaint themselves with the nature of the work, the conditions under which the work is to be done, the means of access to the site, the waste to be removed, any limitations or restrictions that may be imposed by TE, local or other authorities and in general with all matters that may influence or effect the contract and shall be deemed to have allowed in his tender for any additional costs involved due to the foregoing as no claims for any extras will be entertained.

10 MONITORING AND EVALUATION OF COMPLIANCE

TE Compliance & Regulatory Affairs Department shall monitor the Service Provider and evaluate the level of compliance to the conditions stipulated in this Specification, TE and Transnet IMS Policy. Monitoring will be done on regular basis involving an observation and formal inspection where site inspection of facilities can be done, and the tenderer shall be responsible for the acts and omissions of his employees. Formal monthly meetings will be held with the Service Provider.

11 INSPECTION

All the services provided shall be subjected to inspection by the nominated officials of Transnet Engineering during any stage of the contract period.

BIDDERS SIGNATURE/STAMP: _____

The Service Provider shall permit unrestricted access, at any time, to Transnet Engineering official(s) in order that Transnet Engineering may witness the Tenderer in the process of providing the services and to assess the performance of the Tenderer in the execution of providing the services against the stipulated schedule of requirements, specification(s) and any mutually agreed upon and documented standard(s). This may include permitting the Transnet Engineering official(s) the opportunity to scrutinise any operational document(s) utilised by the Tenderer.

12. SPECIFICATION COMPLIANCE MATRIX

The specification compliance matrix is designed to ensure compliance with the provision of the specification, the successful bidder will be expected to deliver and execute the services in line with the requirements. It is therefore important that key project resources are confirmed to determine capacity thereof. Confirm the waste services equipment as listed in the table below:

Waste Service Equipment(s)	Yes/No	If not, indicate own capacity
15 x General Waste Skips		
17 x Hazardous Waste Skips		
1 x Roll on Roll Off Truck		
2 x Skip Loader Truck		
1 x Super sucker 10000L		