

**TRANSNET**



**SCOPE OF WORK FOR APPOINTMENT OF A SERVICE PROVIDER TO  
PROVIDE SERVICES OF HAZARDOUS WASTE COLLECTION, REMOVAL AND  
SAFE DISPOSAL AT TRANSNET ENGINEERING DEPOTS (KWAZULU -  
NATAL) FOR THREE (3) YEARS.**

**311 SOLOMON MAHLANGU DRIVE, ROSSBURGH.**

**REFERENCE NO.: RS\_ SHE\_ESR\_SPEC\_001**

**Scope Revision: 0**

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## DOCUMENT AUTHORITIES

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## 1. INTRODUCTION / SCOPE OF WORK

This specification is for the:

#	TASK	REQUIRED
1	Assessment	
2	Design	
3	Manufacture	
4	Provision of equipment and service	✓
5	Preparing and installation	
6	Delivery	
7	Documentation	✓
8	Clean/wash	
9	Training	

Of the specified:

#	ITEM	REQUIRED
1	Scope of work for the appointment of a Service provider to provide services of Hazardous waste collection, removal and safe disposal at Transnet Engineering Depots (Kwa-Zulu Natal) for three (3) years.	✓

**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. This specification states the minimum requirements.**



## **2. SITE INSPECTION**

- 2.1 All prospective Service Providers shall be required to undertake a compulsory site inspection/brief 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 offer properly.
- 3.2 Prospective Service Providers 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; Service Providers 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 Service Providers 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 successful service provider shall ensure that applicable legislative requirements pertaining to collection, removal and disposal of waste are complied with. This shall include compliance to the provisions of, but not limited to the following:**

- EThekweni Municipality Refuse Removal By-Laws (Provincial Gazette No. 6133, 17 October 2002).
- All Relevant Municipal By-laws.
- The Compensation of Occupational Injuries and Diseases Act (No. 130 of 1993);
- 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 2004;
- Waste Information Regulations and Standards;
- The Environment Conservation Act, Act 73 of 1989;
- 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;
- National Health Act (Act 63 of 1977);
- National Water Act (Act 36 of 1998).
- All subsequent amendments.

The successful service provider shall comply with any relevant legislation that might be promulgated during the course of the contract and shall do so at his/her own cost.

Except where otherwise provided for in the specification, all materials offered will comply with the requirements of the relevant standard specifications of the SABS or SANS, if published. The Service Provider shall immediately inform and advise TE of changing waste legislation, regulation and analyze impact on TE operations and financial position.



## 5. SPECIFIC REQUIREMENTS

Any person with the intention of providing the required service to TE shall ensure that the information below is complied with.

### 5.1 Scope of work

Transnet Engineering (TE) requires the services of a reputable, competent and experienced Service Provider for hazardous waste collection, removal and safe disposal of its waste streams in the KwaZulu-Natal Region for a **period of three (3) years**.

**Table 1: Scope of works (TE Depots and sub depots)**

Item no.	<u>REQUIREMENTS</u>	Complying <b>Yes</b> (if complying) <b>No</b> (if not complying)
5.1.1	Read this scope of work with document number, Annexure 1 (Transnet Service Provider Safety, Health and Environmental Management specification guidelines TRN-IMS-GRP-GDL-014. 2).	
5.1.2	The service provider is required to submit a SHE Compliance file at their own cost (Index to be provided to the successful service provider); - This file shall be submitted after the Purchase Order has been issued, not at tender stage. No work shall commence until the Compliance file is approved by the SHE department.	
5.1.3	The Service Provider shall provide services of hazardous waste collection, removal and safe disposal of waste streams for a period of three (3) years.	
5.1.4	Service Providers shall supply Rebate-rates on all recyclable hazardous materials such, but not limited to used oil, paraffin, 210L T/H, drums, etc.	
5.1.5	The services required will include the provision of appropriate waste receptacles for handling, removal, and disposal of all types	



	of hazardous waste (e.g. lidded skips).	
5.1.6	The waste receptacles shall meet all applicable national standards and further be able to temporarily store hazardous waste without causing any nuisance or pollution.	
5.1.7	The Service Provider to ensure that Transnet Engineering realizes the increase in revenue on recyclable wastes, tighter control on waste movements and accurate recording of wastes volumes by category or type. Whilst cost reduction is reliant on the types of waste TE produces, the prospective service provider must prove that they are able to increase the volumes of recyclable material and reduce the volumes to landfill.	

## 5.2 Geographical areas of service

The service provider should have the capacity to provide the required services in the areas tabled below:

**Table 2: Geographical areas (TE Depots and sub depots)**

Business	Location	Address
<b>Main Centre</b>		
Coaches	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
Locomotive CNR	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
Wagons Factory	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
Wheels	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
Ports Equipment	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
School of Engineering (SOE)	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
Support Services (Admin A+B)	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)





Rolling Stock Equipment (RSE)	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
<b>PEMM</b>	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
Locomotive- BT-1064 Bay 40 and bay 41	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
RSE – Bay 1 and Bay 2	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
Support services (HR, Canteen)	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
Product Development	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
Metrology Lab	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
<b>Total</b>		
<b>Depot/ sub-depot</b>	<b>Location</b>	<b>Physical address</b>
Wentworth Diesel	Wentworth	Transnet Engineering, Off Solomon Mahlangu (corner of Bluff Road and Solomon Mahlanqu) Durban 4001
Masons Mill (sub-depot)	Pietermaritzburg	Transnet Engineering, Edendale Road, Masons Mill, Pietermaritzburg,
Rotating machines	Umbilo	150Eel Road, Umbilo, Durban
RM Coil Shop	Umbilo	102Eel Road, Umbilo, Durban
Wagons South Dunes	Richards Bay	Off Duine Road, Sub 3 of 1, Lot 222, No. 14477
Wagons Bayhead	Umbilo	3 Crane Rd, Durban
Wagons Kingrest	Fynnland	Gary Frost Drive, Durban
Port Auxilliary	Bluff	Off Edwin Swales, Grindrod
Electrical Locomotive Depot	Umbilo	152 Eel Road, Umbilo, Durban, 4001
Newcastle Locomotive	Newcastle	End of Albert Vessels Street, Newcastle



Newcastle Wagons	Newcastle	
Danskraal Locomotives	Ladysmith	End of Diamonia Street, Ladysmith
Danskraal Wagons	Ladysmith	End of Diamonia Street, Ladysmith
Insezi Diesel Locomotives	Nsezi	Old Main Road, Nsezi Locomotives Depot, R102 Richards Bay,
Locomotive 2279	Richards Bay	Off Duine Road
Vryheid Locomotives	Vryheid	Off Hlobane Rd, Vryheid East
Vrvheid wagons	Vryheid	Off Hlobane Rd, Vryheid East
Insezi Wagons	Nsezi	Old Main Road, Nsezi Locomotives Depot R102, Richards Bay.
Wheels South Dunes	Richards Bay	Off Duine Road, Sub 3 of 1, Lot 222, No. 14477
SOE - Electrical Training Centre	Umbilo	SOE Fish Eagle Road, Durban

### 5.3 Waste Restricted from landfill disposal

National Environmental Management: Waste Act 59 of 2008, National Norms and Standards for Disposal of waste to Landfill Regulation 5. Waste Disposal Restrictions (See table 2 below) requires that organizations find other ways of dealing with specific waste types such as recycling and reusing instead of disposal, and the Department of Forestry, Fisheries and the Environment (DFFE) through these regulations is now prohibiting these waste types from being disposed of at landfill sites. The prospective service provider should be able to offer and advise on alternative solutions to these waste types and assist TE in complying with the regulations.

**Table 3: Waste Disposal Restrictions**

<b>Description</b>	<b>Compliance Timeframe</b>	<b>Examples of Waste Generated in Bloemfontein Region</b>
Waste with a pH value of <6 or >12.	Immediate	Acid waste
Flammable waste with a closed cup flashpoint lower than 61° Celsius.	Immediate	Waste petrol, paraffin, diesel, ethanol waste etc.
Re-usable, recoverable or recyclable used lubricating mineral oils, as well as oil filters, but excluding other oil containing wastes.	Four (4) years	Oil, oil filters
Re-usable, recoverable or recyclable used or spent solvents.	Five (5) years	Paints, paint thinners, cleaning chemicals
PCB containing wastes (>50 mg/kg or 50 ppm).	Five (5) years	PCB waste oils from Transformers and old locomotives
Hazardous waste with a calorific value of: i) > 20MJ/kg.	i) Six (6) years	i) Ethanol, diesel, paint, petrol, PVC-plastic.

## 5.4 Waste Receptacles and Equipment

The prospective Service Provider shall provide receptacles for the handling and disposal of hazardous waste such as:

- Supersucker;
- Vacuum Tanker;
- Skips;



- Intermediate Bulk Containers (IBCs);
- Drums.

See quantities of equipment/receptacles on **table 4 below:**

**Table 4: Total Number of Waste receptacles required**

No.	Description	Quantity	Compliance
			Yes (if complying) No (if not complying)
1	7m <sup>3</sup> metal waste skips lidded on rental	38	
2	11m <sup>3</sup> metal waste skips on rental	2	
3	Super sucker	8 X PM	
4	Vacuum tanker	8 X PM	

**Table 3: Colour Coded bins used for recycling per waste type.**

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

Waste Type	Bin Colour	Compliance
		Yes (if complying) No (if not complying)
Hazardous waste	Red bin	

- The receptacles must be provided at dedicated storage areas inside the premises by the service provider;
- All receptacles are to be clearly marked or numbered, Hazardous waste skips/ bins must be labelled as such;
- Receptacles are to be leak proof, rust proof and always in good clean condition with no chemical residue inside the receptacles;
- Receptacles provided for the storage of hazardous waste must contain a lid or an appropriate cover;



- Receptacles and vehicles/ machinery transporting waste must be in good condition and comply with relevant legislation and SANS codes of practice;
- 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;
- The successful service provider may be requested during the contract period to change the waste handling equipment to suit TE waste management systems such as waste container size;
- Provision and removal of ad hoc receptacles;
- Ad hoc bins must be supplied as and when requested;
- The prospective Service Provider must state which plant or equipment they propose using and the way the service will operate. Full details of how the Service Provider's business operations are to be submitted with tenders.

**N.B No receptacles, equipment or any material will be supplied by TE.**

### **5.5 Disposal and transportation of waste**

- Collection, removal and transportation of waste from the KwaZulu-Natal Region respective sites to registered landfill site or recycling or recovery plants;
- Receptacles and vehicles/machinery transporting waste must be in good condition and comply with relevant legislation and SANS codes of practice.

The following will apply to the successful Service Provider disposing of waste:

- Loaded "industrial waste" bins shall be covered in transit over public roads to TE's satisfaction and in line with relevant legislative requirements.
- The successful 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 of at a registered landfill site, which is specifically designated for such purposes. This site of disposal shall be subjected to random audits by TE.
- A 'safe note' and weekly service record form is to be completed for each disposal. The form must contain the following information:
  - Date;



- Location of receptacle;
  - Waste quantity;
  - Successful Service Provider's receptacle number; and
  - Receptacle type and capacity.
- Submitting signed waste manifest documents and certificates of safe disposal from the Waste Disposal Site that received such waste with each invoice to the SHE Department;
  - 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 SHE Department.

## **5.6 Frequency of Removal:**

- For Hazardous Waste, the Successful Service Provider will be contacted to collect and dispose on an ad-hoc basis when the waste has accumulated. It is therefore important for the prospective Service Provider to ensure they have enough capacity and that they are readily available as and when called.

## **5.7 Certificates and Licenses.**

The prospective Service Provider should have relevant authorization in a form of registrations, licenses to handle all type of waste and shall be responsible for submitting all information legally required by the Durban SHE Department including:

- Licenses of all landfill sites/recycling companies 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.



## 6. TECHNICAL CAPACITY, EXPERIENCE 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.
- Prices must be fixed for one (1) year.
- Prices may not be higher than the inflation rate or legislated rates. The following rates must be fixed for 1 year:
  - Renting of bins
  - Supply of any other equipment subject to renting

The cost proposal shall have a clear break down of bill of quantities in line with the following line items and depicted on **Annexure C- Pricing List - Cost Proposal:**

- Rental Cost
- Transport Cost
- Landfill Cost

## 7. REPORTING.

The Service Provider shall also provide monthly performance reports highlighting volumes, incidents and challenges. The Service provider shall respectively submit monthly and annual reports which are in line with provisions of Waste Information Regulations applicable to the Durban Region and in line with the TE reporting-template.

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

- the types and volumes/tonnages of minimized/recyclable waste,
- the types and volumes/tonnages of disposed waste,
- the number of receptacles collected on site per waste stream,
- the names of businesses and areas or points where hazardous waste was collected,
- the names of business and area and points where recyclables were collected,



- the rebates rates per quantities of every recyclables collected,
- the cost of waste to identify monthly/year to date trends and areas of improvement,

The reports shall be issued electronically (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. A monthly report shall be sent on a TE template that will be provided before the 7<sup>th</sup> day of every month and if there are any delays with the report TE shall be notified.

Meeting with the Durban SHE Dept. monthly 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;

The successful service provider shall comply with any relevant legislation that might be promulgated during the course of the contract period, and shall do so at his/her own cost.

The service provider shall immediately inform and advise TE of changing waste legislation, regulation and analyze impact on TE operations and financial position.

## **8. SERVICE PROVIDER REPRESENTATIVES.**

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

The successful Service Provider shall elect a Site Co-coordinator to assume supervision duties over the service at all times, 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 Successful Service Provider.

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

- Be competent and of good character
- Be trained in Waste Management
- Be exposed to medical surveillance
- Obey safety and security rules
- Comply with prescribed PPE

## **9. WASTE CLASSIFICATION.**

The Department of Forestry, Fisheries and the Environment (DEFF) has promulgated Waste Classification Regulations under the National Environmental Management Waste Act 59 of 2008, which require the Waste Generators to classify their waste in line with SANS 10234 before disposal. Waste classification is a means of establishing whether a waste is hazardous based on the nature of its physical, health and environmental hazardous properties; and the degree or severity of hazard posed.

The regulations further indicate that Waste transporters and Waste facilities will not be allowed to manage waste that is not classified after the due date of February 2015.

TE is regarded as the Waste Generator under the Waste Act and therefore there is a need for TE to classify its waste streams in line with the regulations to ensure that it complies with the said legislative requirements.

### **9.1 Waste Classification Scope of Work.**

The scope of work shall include the following:



- Waste sampling, analysis and characterization;
- Waste Classification, in terms of SANS 10234, as required under Regulation 4 (2) of the National Waste Classification and Management Regulations of 23 August 2013; and
- Development of a 16-point Safety Data Sheet (SDS) for waste streams that are classified as hazardous in terms of the above, or that are pre-classified as hazardous, in terms of Annexure 1 under the above-mentioned Regulations,
- TE Waste Classification Report.

## **10. INFORMATION ON-SITE (SITE BRIEFINGS).**

Tenderers shall be encouraged, at their own costs to 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 relevant authorities.

General matters that may influence or affect the contract and shall be deemed to have been allowed in the tender for any additional costs involved due to the foregoing as no claims for any extras will be compensated. TE does not guarantee that the products to be disposed of as observed at the site meeting will remain of a consistent nature.

## **11. REQUIREMENTS:**

### **11.1 General Requirements.**

The successful Service Provider shall:

- Conform to applicable SANS standards, best practices Management Systems like ISO 9001, ISO 14001 and ISO 45001.
- Adhere to all security measures as enforced by Transnet Engineering;
- Make provision for PPE and training for own employees and staff;



- The Service Provider shall be subjected to Monthly SHE inspections and Audits in line with TE's Safety,
- Safety, Health and Environment (SHE) Specifications;

### **11.2 Evaluation Criteria Requirements.**

The prospective Service provider shall:

- Submit a company profile including proof of previous experience in this type of service or work, preferably 5 years' experience in similar field of practice;
- Demonstrate capacity and capability in relation to management of hazardous waste
- Have the necessary resources to provide an effective service in the Durban Region including, Richards Bay, Newcastle, Ladysmith, Vryheid and Pietermaritzburg. The service may be decreased/increased according to the needs of TE. The Service Provider shall not hold TE liable for decrease scope of work where it can be justifiable.

### **12. ADDITIONAL REQUIREMENTS:**

- The suitable Service Provider shall not cede, assign, transfer or sublet the agreement or any part thereof and not enter into 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.

### **13. RECYCLABLE WASTE AND REBATES:**

Service Providers are to supply Rebate-rates on all recyclable materials. The returns will be refunded to Transnet by means of an additional rebate account.

**Table 1: Durban Regional Waste Inventory**

<b>Waste inventory</b>		
Sewerage Sludge	Metal shavings	Mixed hydrocarbons (fuel, petrol)
Contaminated PPE	Oily rags and Filters	Contaminated Plastic
Fluorescent Tubes	Brake blocks	Rubber blocks
Used Absorbents	Paint tins	Mixed Floor Waste
Aerosols empty cans	Cutting Fluid	Oil Sludge
Plasma cuttings	Fiber glass	Metal dust
Mixed Paint residues	Empty paint cans	White spirits
Mixed solvents (Thinners)	Paint sludge and thinners	Oil Contaminated soil
Lubricating Oil	Hydraulic Oil	Building rubble
Oil Contaminated sand	E-waste (cartridges)	Effluent sludge
Oil contaminated oil	Mixed Sludge	Mixed plastics
Coal sweepings with Sulphur	Shot blast grit	Steel Shaving
Contaminated Shrink wrap	Paint and thinners containers	

## 14. OTHER INFORMATION RELATED TO THE SCOPE

**14.1** This specification states the minimum requirements relating to the work and in no way absolves the Service Provider from responsibility for waste management practices and legal obligations. 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.



**14.2** Any matter relating to this work, which requires a decision from Transnet Engineering shall be presented to the Project/Contract Manager in charge.

**14.3** All offers shall be completed in every respect with this specification. Only completed tenders shall be considered.

**14.4** The Technical Officer reserves the right to have the proposal checked independently by a third party.

**14.5** 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 with the appointed Service Provider 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 Risk Manager or his representative.

## **15. HEALTH AND SAFETY REQUIREMENTS**

**15.1** All work whether detailed in this scope of work 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.

### **15.2 SHE Specification**

Prior to commencement of the contract, the Service Provider shall be issued with a SHE specification in order to compile a SHE Compliance file in line with TE requirements. Prior to establishing on site, it is an explicit requirement of this contract that all the Service Provider's personnel directly involved with this contract, including those of sub-Service Providers, attend a **Safety induction course**. Transnet will provide the course free of charge and attendance is compulsory for all personnel under the control of the Service Provider who, during the duration of the contract, will be present on site whether on a full time or adhoc basis. The Service Provider must allow for all additional charges because of these requirements as no claims for extras will be accepted in connection with the foregoing.

### **15.3 As part of the legislative and TE SHE requirements.**



The successful Service Provider is required to conduct a Risk assessment to ascertain all potential risks associated with this project. The completed risk assessment is to be formally submitted to the Risk department via the project manager at least two weeks prior to the commencement of the actual project. A Compliance file and associated documents will be required from a successful tenderer and such will be communicated by the SHE department.

#### **15.4 Requirements for COVID-19 prevention**

- COVID-19 Safety Plan, Daily Screening questionnaire.
- Return to work induction register- Induction Presentation/TE will also conduct the COVID-19 induction.
- COVID-19 Employee questionnaire checklist.
- Fitness Certificates.
- Risk Assessments register.
- COVID-19 PPE issue register/sanitizer.

### **16. SPECIALIST SUB-SERVICE PROVIDERS**

**16.1** Only specialist sub-Service Providers who have previously successfully completed work of the type and extent specified in this document should be engaged.

**16.2** The tender shall submit a complete list of proposed sub-Service Providers

**16.3** The tenderer shall be prepared to commit themselves in writing to the technical officer with an adequate, experienced and stable project team for the duration of the contract.

### **17. PENALTY CLAUSES**

Due to the criticality of this project, penalties will be levied for:

- Late delivery of skips to site
- Late turnaround time for the removal of waste from site.
- Poor condition of skips

## 18. SCHEDULE OF PRICES:

[illegible]

Date: \_\_\_\_\_



## 19. TENDER EVALUATION CRITERIA

The following criteria will be used to award the tender. Should there be criteria over and above the listed below, that will be used, such criteria will be specifically stated.

### Technical evaluation criteria

CRITERIA DEFINITION	WEIGHTING (Points)	SCORE
<b>19.1 Company Experience</b> The company demonstrate their experience in providing Waste Management Services.		
Experience and track record of the bidder with respect to providing Waste Management Services (List of projects including brief description of the services provided and client )	<b>15 points</b>	Bidder has provided a list indicating successful completion of more than 5 similar projects = 15 points
		Bidder has provided a list indicating successful completion of 3-4 similar projects = 10 points
		Bidder has provided a list indicating successful completion of less than 1-2 similar projects =5 point
		Bidder has not completed any similar project / has not submitted the required information =0 point
Three (3) years old or less reference letters with	<b>10 points</b>	3 or more relevant and signed reference letters meeting the criteria submitted = 10





company letter heads and endorsed through signatures of the company provided services to, confirming completion of similar scope. (PS. Award letters or completion certificates will not be accepted as reference letters)		points
		2 relevant and signed reference letters meeting the criteria submitted = 5 points
		1 relevant and signed reference letter meeting the criteria provided = 2 points
		Reference letters not submitted/ reference letters submitted not relevant to the scope/do not meet the criteria=0 point

### 19.2 Technical Capability

The company demonstrates their technical capability to handle the scope through a well- defined methodology, approach and schedule of activities.

Environmental Management System or quality management system in place (ISO 14001 or ISO 9001)	<b>10 points</b>	Certificates of Management System Submitted=10 points
		Certificates of Management System Not submitted=0 point
Copy of Licenses of Hazardous Waste landfill site used	<b>5 points</b>	Hazardous landfill site licences Submitted= 5 points
		Hazardous landfill site licences Not



		submitted= 0 point
Copy of the written agreement between landfill site owner and waste Service Provider to use the landfill sites for general and/or hazardous waste.	<b>5 points</b>	Copy of the written agreement submitted =5
		Copy of the written agreement not submitted = 0 point
Copy of Licenses of Hazardous Recycling facilities used	<b>5 points</b>	Hazardous Recycling facilities Licences Submitted= 5 points
		Hazardous Recycling facilities Licences Not Submitted= 0 points
Copy of the written agreement between recycling facility and waste Service Provider to use the facility for general and/or hazardous waste.	<b>5 points</b>	Copy of the written agreement submitted =5 points
		Copy of the written agreement not submitted =0 point
Waste Service Provider registration certificate in terms of Municipal By-laws (Scheduled Trades and Occupation Bylaws) Ethekewini Municipality, Umhlatuzi Municipality, Msunduzi Municipality, Newcastle Municipality,	<b>5 points</b>	Bidder has submitted Six Schedule Trade Permits = 5 points
		Bidder has not submitted Six Schedule Trade Permits = 0 point



Abaqulusi Municipality, Emnambithi Municipality		
SAWIC/SAWIS registration	<b>5 points</b>	Registration certificate Submitted=5 points
		Registration certificate Not submitted=0 point
Valid PrDP (permit to transport dangerous goods) for drivers	<b>5 points</b>	Permit submitted=5 points
		Permit not submitted=0 point

### 19.3 Capacity

The company demonstrates the capacity to handle the scope of work in terms of human resources and equipment. Company trained in similar scope and the company has the required machinery and equipment to execute the scope of work.

A detailed organogram of personnel to be dedicated to this project i.e. Operations Manager, Site Supervisor, Waste Sorters, Drivers etc	<b>5 points</b>	Organogram including all required personnel submitted =5 points
		Organogram not submitted= 0 point
Proof of training of personnel dedicated to the project on environmental management, waste management (Training certificates	<b>10 points</b>	50% and more of personnel trained, proof submitted=10 points
		49% and less of personnel trained, proof submitted=5 points



and/or attendance registers)		Personnel not trained, proof not submitted=0 point
The company demonstrates the capacity to handle scope of work in terms of required equipment (e.g. trucks, waste receptacles, etc.) - confirm ownership of assets to be used for this scope. See attached affidavit (complete and signed affidavit).	<b>10 points</b>	<p>Service Provider confirms ownership or rental of 100% equipment's listed in the affidavit =10 points</p> <p>Service Provider confirms ownership of 80% of equipment's listed in the affidavit=7 points</p> <p>Service Provider Confirms ownership of 50% of equipment's listed in the affidavit=5 points</p> <p>"Service Provider Confirms ownership of less than 40% of equipment's listed in the affidavit=0 point</p> <p>NB: Fill and sign the affidavit attached. Uncompleted or unsigned affidavit will not be considered"</p>
Registration/permit documents of required vehicles, equipment and machinery to be used (e.g kips/tipper trucks)	<b>5 points</b>	All registration/permit documents for all machinery requiring documents submitted=5 points
		Registration/permit documents for machinery submitted however not for all machinery requiring the documents=3 points
		Registration/permit documents for machinery/equipment requiring documents not submitted=0 points



CRITERIA	WEIGHT	MAX POINTS
Experience	25 Points	25
Technical Capability	45 Points	45
Capacity	30 Points	30
Total	100 Points	100
Minimum Threshold	75 Points	



## 20. COMPLIANCE VERIFICATION

ITS IS MANDATORY FOR ALL THE SUPPLIERS/BIDDERS TO COMPLETE THIS FORM. AN INCOMPLETE FORM WILL RESULT IN DISQUALIFICATION.

No.	Heading/Subsection	Comply			Comment
		Yes	No	N/A	
4.	Technical Requirements				
5.	Specific requirements				
5.2	Scope of work				
15.	Health and safety requirements				
17.	Penalty clauses				

**TENDERERS: PLEASE NOTE THAT YOUR TENDER WILL BE REJECTED IF ANY OF THE ABOVE ITEMS ARE OMITTED OR NOT FILLED.**