

TRANSNET PORT TERMINALS

Tender Number: 11480557

Description of the Service: SUPPLY AND SERVICING OF MOBILE PORTABLE FLUSHABLE TOILETS AT TRANSNET PORT TERMINALS (TPT), RICHARDS BAY TERMINAL FOR 3 MONTHS.



Document reference	SUPPLY AND SERVICING OF MOBILE PORTABLE FLUSHABLE TOILETS AT TRANSNET PORT TERMINALS (TPT), RICHARDS BAY TERMINAL FOR A PERIOD OF 3 MONTHS.	No of pages
	This cover page	1
	Service Information	2
	Total number of pages	7

C3.1 Service Information

1 Description of the service

The Service Provider shall supply and service 65 mobile portable flushable toilets, a competent supervision, labour, high pressure cleaning on the inside and outside of the mobile toilets on the cleaning toilet basins and cleaning the walls. The equipment and transport as well as every item of expense necessary for the timeous, safe removal and disposal of hazardous waste, in accordance with Transnet Port Terminal's policy and procedures as well as relevant legislation and protocols.

1.1 Employers Objective

Transnet Port Terminals is obligated by the Occupational Health and Safety 85 of 1993 to provide sanitary facilities to employees for use. Due to the limited number of sanitary facilities in the Terminal the supply and regular servicing of mobile toilets is therefore required for the employees and contractors who do field work and do not have access to buildings. There are numerous buildings in the Terminal which are not connected to the Municipal waterborne sewerage system; hence mobile toilets are required to be utilized by Transnet employees. The mobile toilets are located at various points within the Terminal.

2 SERVICE

2.1 Detailed Scope of Service

- 2.1.1 65 Flushable Mobile Toilets will be delivered at commencement of the contract.
 - 2.1.2 The 65 toilets delivered should be wheelchair accessible to accommodate persons living with a disability.
 - 2.1.3 The mobile toilets shall be in all areas indicated by TPT.
 - 2.1.4 The service provider must become familiar with the layout of the terminal so that the service can be provided efficiently and effectively.
 - 2.1.5 The service provider must have the ability to service all mobile toilets, including a specified toilet paper rolls on a Wednesday and Friday.
 - 2.1.6 Ensure that toilets are adequately high pressure cleaned on the inside and outside, this includes the wall, basins, toilet seat and outside walls.
 - 2.1.7 Ensure that all mechanisms are in working order e.g. doors, hinges, locks etc.
 - 2.1.8 An appropriately trained and licenced driver should be provided – records of training to be submitted to TPT.
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- 2.1.9 All personnel working for the service provider within the terminal shall be required to undergo induction prior commencing with services.
 - 2.1.10 The service provider shall be required to register with Transnet National Ports Authority (TNPA) as a waste service provider for the Port of Richards Bay. The service provider shall be required to be in possession of the waste operators permit from TNPA for the full duration.
 - 2.1.11 The waste management service shall include the collection, transportation, treatment, and final disposal of the waste, as outlined in the TPT Standard Operating Procedure: Waste Management (Annexure 2: 009-TPT-COR-ENV-13668 - Standard Operating Procedure Waste Management).
 - 2.1.12 The Service Provider and the services rendered by the Service Provider shall be governed by the principles of sustainable development and responsible environmental management contained in the National Environmental Management Act, 107 of 1998 and the National Environmental Management: Waste Act 59 of 2004. The Service Provider shall observe the duty of care placed upon him and the responsibility to ensure lawful and responsible collection, transportation, treatment, and disposal of the waste forming the subject of the service.
 - 2.1.13 The Service provider shall service all mobile toilets by means of adequately fitted, reliable and road worthy vehicle. The service provider is responsible for the provision of all equipment and consumables, including pumps and hoses required to safely undertake the service.
 - 2.1.14 Spills must be avoided, however in the unfortunate case of a spillage, all vehicle operators must be adequately trained and equipped to immediately contain and recover wastewater spillages and safely disinfect the affected area.
 - 2.1.15 All wastewater collected from the mobile toilets must be safely disposed at a facility authorised to accept and dispose the sewer/wastewater. The service provide shall be required to provide TPT with a report on a weekly basis to indicate where the wastewater collected from TPT is discharged and provide TPT with a certificate of safe disposal.
 - 2.1.16 TPT requires the services of a professional Service Provider to supply competent and fully equipped personnel and supervision to perform a supply and service mobile flushable toilets, handling of hazardous waste.
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2.1.17 The areas to be serviced and frequency are as follows:

2.1.17.1 1 x 606 checkpoint – 3 times per week (Monday, Wednesdays & Fridays)

2.1.17.2 1 x 606 quayside- 3 times per week (Monday, Wednesdays & Fridays)
(Wednesdays & Fridays)

2.1.17.3 2 x 606 next to slab- 3 times per week (Monday, Wednesdays & Fridays)

2.1.17.4 2 x Ingwenya building- 3 times per week (Monday, Wednesdays & Fridays)

2.1.17.5 2 x 607 shed- 3 times per week (Monday, Wednesdays & Fridays)

2.1.17.6 2 x 607 steel shed- 3 times per week (Monday, Wednesdays & Fridays)

2.1.17.7 2 x 608 shed- 3 times per week (Monday, Wednesdays & Fridays)

2.1.17.8 2 x 608 quayside- 3 times per week (Monday, Wednesdays & Fridays)

2.1.17.9 2 x 701 weighbridge- 3 times per week (Monday, Wednesdays & Fridays)

2.1.17.10 1 x finger jetty entrance- 3 times per week (Monday, Wednesdays &
Fridays)

2.1.17.11 2 x 703 weighbridge- 3 times per week (Monday, Wednesdays & Fridays)

2.1.17.12 1 x gantry crane- 3 times per week (Monday, Wednesdays & Fridays)

2.1.17.13 2 x 804 quayside- 3 times per week (Monday, Wednesdays & Fridays)

2.1.17.14 2 x 707 park home- 3 times per week (Monday, Wednesdays & Fridays)

2.1.17.15 1 x 7 series washday- 3 times per week (Monday, Wednesdays & Fridays)

2.1.17.16 2 x MHA- 3 times per week (Monday, Wednesdays & Fridays)

2.1.17.17 2 x pig iron weighbridge- 3 times per week (Monday, Wednesdays &
Fridays)

2.1.17.18 2 x 706 CPO Office- 3 times per week (Monday, Wednesdays & Fridays)

2.1.17.19 1 x 706 pig iron slab- 3 times per week (Monday, Wednesdays & Fridays)

2.1.17.20 2 x MHA side- 3 times per week (Monday, Wednesdays & Fridays)

2.1.17.21 2 x 708 quayside- 3 times per week (Monday, Wednesdays & Fridays)

2.1.17.22 4 x Old truck staging area- 3 times per week (Monday, Wednesdays &
Fridays)

2.1.7 The service provider will be required to provide additional mobile flushable toilets on an ad hoc basis, the service provider will be required to deliver within two (2) hours after request from the Health and Wellness Manager or SHEQ Manager. The ad hoc services are limited to 4 toilets per quarter (3 monthly).

3 Health and Safety Information

- 3.1 The Service Provider must comply with the following Safety Management Plan (SMP): All health and safety matters associated with the work will be dealt with in accordance with Occupational Health & Safety Act, 1993 (Act No. 85 of 1993) and the TIMS contractor SHERQ specifications guidelines.
 - 3.2** The service provider must comply with the National Minimum wage promulgated by the Minister of Employment and Labour annual for all resources. Failure to comply with the above will result to automatic cancellation of the contract.
 - 3.3 The service provider shall comply with the Compensation for Occupational Injuries and Diseases Act 1993 (Act 130 of 1993), and any amendment thereof.
 - 3.4** The service provider shall fully with comply with the Compensation for Occupational Injuries and Diseases Act 1993 (Act 130 of 1993), and any amendment thereof.
 - 3.5 The service provider undertakes to carry out its obligations in accordance with the requirements of the Occupational Health and Safety Act, 1993 (Act 85 of 1993) and Regulations and comply with all requirements of the Act.
 - 3.6 The service provider also undertakes to comply with the Safety Rules for Transnet, as adopted from time to time, a copy of which can be obtained from the Representative of Transnet Port Terminals.
 - 3.7 Hazardous waste is classified and will be disposed according to the:
 - 3.7.1 National Environmental Waste Management Act 59 of 2008
 - 3.7.2 National Water Act 36 of 1998
 - 3.7.3 National Health Act 61 OF 2003
 - 3.7.4 Occupational Health and Safety Act 85 of 1993
 - 3.7.5 Hazardous Substance Act 15 of 1973
 - 3.7.6 Specific Provincial legislation regulating Waste within the province.
 - 3.7.7 Municipal By-Laws Controlling trade effluent, specific trades, and waste management.
 - 3.8** The service provider shall prepare, implement, and administer the Health and Safety Management Plan (CHSMP). The Health and Safety Management Plan must provide a systematic method of managing hazards and implementing control measures.
 - 3.9 The service provider must prepare and submit the Occupational Health & Safety file to the SHEQ Department for acceptance before start of the works according to the TIMS contractor SHERQ specifications guidelines and conduct themselves according
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to these guidelines. The SHE File is to be always kept on site. The file as to contain amongst others, if applicable:

- 3.9.1 Principal Contractors Organogram
- 3.9.2 Letter Of Good Standing with Compensation Fund
- 3.9.3 Appointments
- 3.9.4 Induction: Employees and Visitors: Staff Medical Certificates
- 3.9.5 Principal service provider SHEQ Policy
- 3.9.6 Health & Safety Plan, Integrated Legal Register, Client Specification
- 3.9.7 Fall Protection Plan (If Applicable)
- 3.9.8 Risk Assessments: Method Statements: Safe Operating Procedures
- 3.9.9 Incidents / Accidents Register and Investigation Reports
- 3.9.10 Health And Safety Training Records - Induction Records and Toolbox Talks
- 3.9.11 Emergency Contact Telephone Numbers
- 3.9.12 Business Continuity Plan Including Emergency Plan
- 3.9.13 Documented Proof of Daily Toolbox Safety Talks/ DSTI
- 3.9.14 All Registers
- 3.9.15 Welfare Facilities
- 3.9.16 Mandatary Agreement
- 3.9.17 Communication Plan
- 3.9.18 Qualification, Professional Body Registrations and Training Records
- 3.9.19 General (Section 37(2), Site Access Certificate)

4 Management and Meetings

It is Transnet Port Terminals intention that the Parties use the techniques of partnering to manage the contract by holding meetings designed to manage the administration of the contract proactively and jointly with the objective of minimising the adverse effects of risks and surprises for both Parties.

Title and purpose	Approximate time & interval	Location	Attendees
Kick-off meeting	Once off at beginning of contract	New Ark Road, Transnet Port Terminal, Umkhombe	Health and Wellness Manager, SCM Representatives, and Service Provider

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Enquiry Number:

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Overall contract progress and feedback	Monthly	New Ark Road, Transnet Port Terminal, Umkhombe	Health and Wellness Manager, SCM Representatives, and Service Provider
Ad Hoc	As an when necessary	New Ark Road, Transnet Port Terminal, Umkhombe	Health and Wellness Manager, SCM Representatives, and Service Provider

5 Procurement

The invoice must correspond with the monthly cost amount due to the service provider as stated in the letter of ward or signed agreement. The invoice states the following:

- 5.1 Invoice addressed to Transnet SOC Limited
- 5.2 Transnet Limited's VAT No: 4720103177
- 5.3 Invoice number
- 5.4 The Contractor's VAT Number
- 5.5 The Service Provider VAT Number
- 5.6 The Vendor number
- 5.7 Invoices submitted for the attention of the Health and Wellness Manager

6 Termination of Services

Transnet reserves its right to cancel the Contract/Order in whole or in in part at any time upon at least seven (7) days written notice to the service provider.
