

	Provision of Food Hygiene management services	Doc. no. F/290/007
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Matimba Power Station		Reference Document: PS/290/003

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Outage	IR ☐	GO ☐	OTHER		☒								
Outage Date	NA												
Function	Support Services												

System	End User	Date
OTHER	Zikhona Kweba	
	APPROVED	Date
Pheladi Mantjane Assistant Officer Catering	<i>pemantjane</i>	2026/05/26
Zikhona Kweba Acting Support Services Manager	<i>Zkweba</i>	2026/05/26

SCOPE OF WORK

The specification / scope of work of the item / service was compiled by Zikhona Kweba (**14 7638765**) and is stated in the enquiry as follows:

- ESKOM Matimba Power Station intends to enter into an agreement with a service provider that is registered with any recognisable board of South African boards for auditors; experienced and well established for the Provision of Microbiological and Chemical testing of food products (Microbiological swab testing), Auditing of food management and Quality systems and training of food handlers at the Canteen at Matimba Power Station for a period of five (5) years 01 May 2026 – 30 April 2031.

1. Provision of Food Hygiene management services which includes the following:

- Microbiological and Chemical testing of food products (Microbiological swab testing)
- Auditing of food management and Quality systems in line with Regulation 638
- Training of food handlers

2. Frequency/Deliverables

2.1 Microbiological and Chemical testing of food products (Microbiological swab testing)

The testing of swabs should be done on food samples, work surfaces, equipment, and food handler hands.

Food samples (total plate count, total coliforms, clostridium, salmonella, E coli and staphylococcus) on monthly basis and when its required.

Hygiene swabs for surfaces: (total plate count, total coliforms, and staphylococcus and E coli)

Food handler hands: (total plate count, total coliforms, clostridium, salmonella, E coli and staphylococcus)

Samples need to be taken during each visit are as follows:

- 07 x Hygiene swabs on kitchen work surfaces,
- 2 x Swabs for staff toilets,
- 2 x Food samples
- 2 x hygiene tests on personnel hands
- 1x swab on water sample.

Emergency Swabs

Emergency swabs to be taken as to when it is required, at any area around the station.

The swabs to be taken within 8 hours after a Purchase order has been issued. The turnaround for submission of analysed results must be with 3 days.

- 20 x emergency swabs

The Lab to be used for testing of all swabs and samples should be registered with SANAS (South African National Accreditation body)

The swabs results should be sent to the Catering Officer and the Services Manager within 10 working days after the samples were taken, in cases of emergencies the results should be sent within 3 days.

Auditing of food Quality and management

- The audit should be conducted on quarterly bases.
- Accredited Auditor with SETA
- Company Accredited by Quality Council of Trade and Occupations (QCTO)
- Food hygiene audit will be conducted in line with Regulation 638 for regulations governing general hygiene requirements for food premises and the transport of food. This regulation is promulgated under Foodstuff, cosmetics, and Disinfectant Act 54 of 1972.
- The Food safety auditor / Food inspector should be registered with HCPSA/SAIOH with exposure to food safety for a period of 5 years.

3. Training of food handlers

- Training will be done on bi-annually over a five-year period.
- Trainings will focus on food safety and basic food microbiology.
- A certificate of competence should be provided after each section.
- For awareness, a certificate of attendance.

Requirements for a trainer

- the trainer should have Facilitator certificate,
- Assessor certificate and
- Moderator certificate.
- The trainer must be registered under FoodBev SETA.

Training requirements:

- Introduction to food safety practices and food
- safety hazards
- Food safety requirements
- Personal Hygiene
- Food hygiene and housekeeping
- Regulation 638 for food handlers: FoodBev SETA accredited
- Introduction to HACCP (SANS1033:2020)-FoodBev SETA Accredited
- HACCP PRE-REQUISITE PROGRAMS (SANS10049)
- Good Manufacturing Practices for food handlers –FoodBev SETA Accredited
- Safe handling and operation of kitchen equipment: theory and practical

A manual/booklet of the topic of discussion must be made available to the catering officer before every intervention (Training manual).

Certificates should be made available 2 weeks after every training or before the assessment date.

• Price List

The prices must be calculated as per work scope information. It is the responsibility of the tenderer to calculate the prices which will be reflected in the "price" column. The Total price per line item represents the contract period of one year on an as and when required basis.

Item	Description	Unit Of Measure / Frequency	QTY	Rate	Total
1.	Microbiological and Chemical testing of food products (Microbiological swab testing)	Monthly	60		
1.1.	Hygiene swabs on kitchen work surfaces (7 off)	Monthly	60		
1.2	Swabs for staff toilets (2 off)	Monthly	60		
1.3	Food samples raw and cooked (2 off)	Monthly	60		
1.4	Hygiene tests on personnel hands (2 off)	Monthly	60		
1.5.	Swab on water sample (1 off)	Monthly	60		
1.6	Auditing of food Quality and management in line with R638 (Foodstuff, cosmetics, and Disinfectant) Act 54 of 1972) and report	Quarterly	20		
2.	Emergency Swabs				
2.1	Emergency Swabs (3 days turn around)	as and when required	20		
2.2	Transportation	As and when required	20		
3.	Training				
3.1	Introduction to food safety practices and food safety hazards	Per semester	15 personnel per session		
3.2	Food safety requirements	Per semester	15 personnel per session		
3.3	Personal Hygiene	Per semester	15 personnel per session		
3.4	Food hygiene and housekeeping	Per semester	1515 personnel per session		
3.5	Regulation 638 for food handlers: FoodBev SETA accredited	Per semester	15 personnel per session		
3.6	Introduction to HACCP (SANS1033:2020)- FoodBev SETA Accredited	Per semester	1515 personnel per session		
3.7	HACCP PRE-REQUISITE PROGRAMS (SANS 10049	Per semester	15 personnel per session		
3.8.	Good Manufacturing Practices for food handlers – FoodBev SETA Accredited	Per semester	15 personnel per session		
3.9	Safe handling and operation of kitchen equipment: theory and practical	Per semester	15 personnel per session		

3.10	Introduction to ISO 22000: 2018 Course	Per semester	15 personnel per session		
4	Preliminaries and General				
4.1.	Personal Protective Equipment (all personnel)	Annually	5		
4.2.	Medical (annual plus exit)	Annually	5		
4.3.	Safety File	Once -off	6		
4.4.	Accommodation	Monthly	60		
4.5	Travel costs	Monthly	60		

ANNEXURE A

Preamble to the agreement:

NOTE: THE GENERAL CONDITIONS REFER TO “ESKOM” AND “SERVICE PROVIDER”.

This scope includes abbreviations and terminology, through the medium of the specification detail Annexure A, which gives the reader a plain and concise interpretation.

The standard specifications, which constitute a part of this agreement, may not be fully inclusive of All aspects textile safety and handling and may not allow for all eventualities that occur under varying conditions. The specifications broadly cover all “normal” textile washing and ironing processes as required in the textile tag.

Although omissions may occur, Eskom Matimba Power Station will comply with the manifest intent and general purpose of this agreement taken as a whole and will not avail itself of any errors or omissions therein to the detriment of the work or ESKOM.

The amount quoted, on request from ESKOM needs to be broken down into monthly specific amounts as per activities required during that month and as per Eskom Matimba Power Station. The contract is quoted for with infrastructure and management expenses spread proportionally to all areas. Any alteration or exclusion of an area from the total areas quoted for may necessitate a review of the quoted price.

• COMMERCIAL TERMS AND CONDITIONS

Undertaking and responsibilities

Subject to the terms and conditions as set out in this agreement and read in conjunction with Annexure A, B, and C; ESKOM, namely Matimba Power Station, undertakes during the duration of this agreement to employ the Service Provider for **Microbiological and Chemical Testing of food products, auditing of Quality Management System and training**. The Supplier agrees to provide all management, labour, supervision, equipment, tools and consumables to carry out the services as specified and other conditions he may have deemed fit to impose.

The Supplier will comply with the rules, regulations, and standards in force at the workplace (with emphasis on safety, health, and environmental compliance to regulations).

The agreement will be enhanced by regular and open communication, joint planning, co-operation and sharing of responsibilities around the image and specific culture of the business unit.

- **Payment**

Payment will be based on a monthly assessment / agreement according to the scope of work compiled by Matimba Power Station. The total monthly payment will be according to conformance of specification in all areas. The amount subtracted will be for the total areas not conforming to specifications.

- **Duration**

The agreement will be effective from 01 May 2026 – 30 April 2031

- **SPECIFICATION DETAIL**

The specifications intend to explain what the Supplier's responsibility will be regarding the different tasks that he/she has to perform and the most suitable method to adopt in doing so. The Supplier must execute the duties in line with the legal requirements. The method and the result must conform to the food hygiene management standards. The methods should be able to assist Eskom in terms of improving and sustaining food hygiene management system for Matimba Power Station.

- **Key Personnel Minimum requirements**

The trainer should be able to communicate in both English and Sepedi
The trainings should be offered by an accredited trainer.

- **Staff uniform**

The Supplier to provide all personnel working under this contract with PPE/uniform and to ensure these items are always worn.

- **Transportation**

Eskom will cover travelling costs at an agreed standard rate.

- **Accommodation**

The service provider will cover accommodation cost at an agreed cost.

- **Consumables & nonconsumables**

Consumables & nonconsumables will be on the Service provider account to ensure that the service is rendered effectively.

- **OCCUPATIONAL HEALTH AND SAFETY**

The Service Provider must fully comply with the applicable legal and standards which are

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deemed to be necessary for operation of the food hygiene management to avoid jeopardising the services rendered to Eskom.