



**PORT OF NGQURA:
SPECIFICATION FOR MANUFACTURE, SUPPLY AND INSTALLATION OF HEAVY DUTY
GRATINGS AT C BERTHS IN THE PORT OF NGQURA**

For: **TNPA Port of Ngqura**
Prepared by: **TNPA Port Engineering, Port of Ngqura**

Revision Number: 001
Revision Date: 2023-04-03
Print Date: 2023-05-29
Document No: 01

DOCUMENT NAME:	REVISION	PAGE
SPECIFICATION FOR PAINTING OF QUAY WALL FURNITURE, SIGNS AND BARRIER LINES AT PORT OF NGQURA	001	1 OF 11

1. INVITATION TO SUBMIT QUOTATION

1.1 Tenderers are hereby invited to tender on the manufacture, supply and installation of heavy-duty drain cover gratings at the C-series berths in the Port of Ngqura.

1.2 Bidders shall have a minimum CIDB Grading of 5 CE.

2. SPECIFICATION AND SCOPE OF WORKS

2.1 SCOPE OF WORKS

The scope of work of this project comprises of the following:

- 2.1.1 Manufacture, supply and installation of heavy-duty gratings on the U-drain at C-series berths in the Port of Ngqura.
- 2.1.2 Removal and relocation of the existing U-drain cover gratings at the C-series berths. The relocation entails discarding the existing gratings into the steel recycle bins located under the Klub Road bridge near the Brenton House building. The distance from the berth to the allocated area is approximately 1.3km.

2.2 PROJECT SPECIFICATIONS AND TECHNICAL SPECIFICATIONS

- 2.2.1 All of the heavy-duty gratings shall be manufactured in accordance with the details provided in drawing 3125740-1-000-S-DE-0001-01 attached on this specification.
- 2.2.2 All steelwork to comply with SANS 10162-1.
- 2.2.3 All welds to comply with SANS 10044.
- 2.2.4 All steel shall be hot dip galvanized in accordance with SANS 121.
- 2.2.5 All steel shall have a nominal yield stress of 355MPa.
- 2.2.6 The supplier shall provide one (1) trial grating to the client for review and approval. Only after the trial grating is approved by the client may the supplier commence with the manufacturing, supply, and installation of all the required gratings.
- 2.2.7 The supplier shall submit a material certificate for all the steel used to manufacture the gratings.
- 2.2.8 The supplier shall conduct weld tests on five percent (5%) of gratings

DOCUMENT NAME:	REVISION	PAGE
SPECIFICATION FOR PAINTING OF QUAY WALL FURNITURE, SIGNS AND BARRIER LINES AT PORT OF NGQURA	001	1 OF 11

and submit a weld inspection report. Any welding defects shall be rectified prior to delivery and installation on site.

2.2.9 The supplier shall submit a galvanizing certificate/s for all the gratings delivered to site.

2.2.10 No heavy-duty gratings will be accepted by the client if the supplier fails to submit the documentation stipulated in 2.2.7 – 2.2.9.

2.2.11 The supplier shall note that there are no alterations to be done on the concrete structure of the U drain, the gratings are loose and ready to be removed.

2.3 DEFECTS & GUARANTEE OF THE WORKS

2.3.1 A 12-month warranty shall be provided for all the manufactured heavy-duty hot dip galvanized steel gratings that are supplied. The warranty period will commence from the last day of installation.

2.4 LOCATION OF THE SITE AND ACCESS

2.4.1 Access to the site can be gained via the N2 on to Neptune Road, Off Klub Road, right turn to the Multi - Purpose Terminal after the stop sign (finger jetty).

2.5 CONTRACTORS STAFF AND LABOURERS TO BE USED ON SITE:

2.5.1 The Contractors Staff and Labourers to be used on site must:

- a) Be inducted by the TNPA SHE Department before working on site and in the Port.
- b) Be certified, skilled and competent to conduct their duties (competence certificates shall be provided as per the Port of Ngqura SHE requirements and will be presented to the TNPA Supervisor upon request for such documentation).
- c) Conform to the acceptable standards of behaviour and dress appropriately.
- d) Have and use all safety and personal protective equipment (PPE) necessary for the task to be performed on site and in the Port. PPE required for the work is as follows:
 - Safety shoes
 - Reflector Vest
 - Life Jacket
 - Hard hat.

DOCUMENT NAME:	REVISION	PAGE
SPECIFICATION FOR PAINTING OF QUAY WALL FURNITURE, SIGNS AND BARRIER LINES AT PORT OF NGQURA	001	1 OF 11

2.6 WORKING HOURS

- 2.6.1 The normal working hours shall be from 08h00 to 16h00, Monday to Friday.
- 2.6.2 The TNPA Project Manager and the Contractor may by mutual agreement vary the working hours.
- 2.6.3 The Contractor must not vary the working hours without written instruction from the TNPA Project Manager.

2.7 DAILY DATA SHEET

- 2.7.1 The Contractor must submit to the TNPA Supervisor for verification and sign off, data sheets on the Contractor's stationary which show the work done on site.
- 2.7.2 All data sheets shall be signed off by the TNPA Supervisor and submitted together with the monthly invoice.

2.8 INDEMNITY AND INJURY MANAGEMENT

- 2.8.1 The Contractor or Operator and any persons from the Contractor working on site must first ensure that they provide their signatures on the indemnity form before entering the site.

2.9 COMMUNICATION

- 2.9.1 All communication and instructions shall be via, email, letter.
- 2.9.2 All verbal communication and instruction made, be it on site or elsewhere, shall be confirmed in writing.
- 2.9.3 The Contractor shall provide all their contact details with their tender submissions.

2.10 COMPLIANCE

- 2.10.1 The Contractor must comply and ensure that the staff complies with the Occupational Health and Safety Act, (Act 85 of 1993) and all applicable legislation and Regulations, the National Road Traffic Act, (Act 93 of 1996) and all applicable legislation and Regulations, the National Environment Management Act, (Act 108 of 1998) and all applicable legislation and Regulations, industrial agreements, registered workplace agreements, the Safety, Health and Environment (SHE) Requirements and all lawful direction of the TNPA Port of Ngqura.

- 2.10.2 The Contractor shall comply with the Port of Ngqura's SHE requirements. (See **clause 3**) for the TNPA Port of Ngqura SHE

DOCUMENT NAME:	REVISION	PAGE
SPECIFICATION FOR PAINTING OF QUAY WALL FURNITURE, SIGNS AND BARRIER LINES AT PORT OF NGQURA	001	1 OF 11

requirements.

- 2.10.3 The Contractor shall submit a SHE file for approval and as required by the TNPA Port of Ngqura SHE Department after the award of tender.

3. TNPA PORT OF NGQURA SHE REQUIREMENTS

- 3.1. The Successful Bidder shall submit a Compliance File (SHE File) for approval by the TNPA Port of Ngqura SHE Department after the award of tender and shall prepare such file in accordance with the table noted on **Clause 3.2** of this Specification.

- 3.2. CONTRACTOR'S COMPLIANCE FILE ASSESSMENT CHECKLIST:

Date of inspection/ Evaluation: _____

Client	
Employer (Principal contractor)	
Registered name of the enterprise	
Trade name of the Enterprise	
Company Registration No	
SARS registration No(PAYE)	
UIF registration No	
COIDA registration no	
Relevant SETA for EEA purpose	
Industry sector	
Bargaining Council	
Contact person & position	
Contact number	
Site Address	
Postal Address	
Chief Executive Officer	
Chief Executive officer's email and contact number	
Construction Manager	
Health and Safety Representative	
Activities/ Service rendered	
Commencement date	
Completion date	
Site Phone	
Total number of employees on site:	
Female	
Male	

People with disabilities

CONTRACTOR	Complying	Not Complying (i.e. Comments)	Not Applicable
1. Site Specific Organogram of reporting structure. This document must provide all persons appointed in terms of OHS Act No. 85 of 1993 including contact details. (Rev, date, approval)			
2. Contractor scope of work information (Company Profile)			
3. Notification of Construction Work to the Department of Labour: Document to display required information as per OHS Act No.85 of 1993 – Construction Regulations Annexure A, Must carry the stamp of acceptance from the Department of Labour (if applicable) 4. Application for a permit to do construction work (if applicable)			
5. Valid Letter of Good Standing with FEM/WCA: And proof of relevant insurances to carry out work.			
MANAGEMENT PLANS			
6. Copy of reference documents: Health & Safety, Security, Quality, Environmental, and other applicable Specifications Including a signed register of communication to Managers, Supervisors & Safety Officers			
7. Approved Contractor Execution Plan correlating with Specification provided by Transnet (i.e. Approved health and safety plan, environmental plan, security plan etc.)			
8. Contractors Health and Safety Policy			
9. Site Specific Emergency Plan			
10. Contractors Traffic Management Plan (if applicable)			
11. Procedure for handling Hazardous Chemical Substance's and Applicable Safety Data Sheet (if applicable).			
APPOINTMENTS			
12. Fully completed appointments of the following (depends on the scope of work) but not limited to:			

CONTRACTOR	Complying	Not Complying (i.e. Comments)	Not Applicable
<ul style="list-style-type: none"> Sec. 16(2) – Delegated Authority (Assistant to the CEO) 			
<ul style="list-style-type: none"> CR 8(1) – Construction Manager 			
<ul style="list-style-type: none"> CR 8(7) – Construction Supervisor 			
<ul style="list-style-type: none"> CR 8(8) – Assistant Construction Supervisor 			
<ul style="list-style-type: none"> CR 8(5) – Construction Safety Officer 			
<ul style="list-style-type: none"> CR 9(1) – Risk assessment 			
<ul style="list-style-type: none"> CR 10. (1)(a) – Fall Prevention Planner (if applicable) CR 10.(2)(b) (fall risk) Physical & Psychological fitness 			
<ul style="list-style-type: none"> CR 23.(d)(k) – Vehicle operator and Inspector 			
<ul style="list-style-type: none"> GSR 3.4 – First aider 			
<ul style="list-style-type: none"> CR 29 (h) – Fire Fighter 			
<ul style="list-style-type: none"> Sec 24, GAR 9(2) – Incident Investigator 			
<ul style="list-style-type: none"> CR 13(1)(a) – Excavation Supervisor 			
<ul style="list-style-type: none"> CR 28(a) – Stacking and Storage Supervisor 			
<ul style="list-style-type: none"> CR 12(1) – Temporary works designer 			
<ul style="list-style-type: none"> CR 14(1) – Demolition work supervisor 			
<ul style="list-style-type: none"> CR 16(1) – Scaffolding work supervisor 			
<ul style="list-style-type: none"> CR 17 (1) – Suspended platform work supervisor 			
<ul style="list-style-type: none"> CR 18(1)(a) – Rope access supervisor 			
<ul style="list-style-type: none"> CR 19(8)(a) – Material host Inspector 			
<ul style="list-style-type: none"> CR 20(1) – Bulk mixing plant supervisor 			
<ul style="list-style-type: none"> CR 21(2) – Explosive actuated fastening devices inspector 			
<ul style="list-style-type: none"> Sec 17(1) – SHE Rep (more than 20 employees) 			
<ul style="list-style-type: none"> GSR 13(a) – Ladder Inspector <p>An abbreviated CV of the above appointed persons shall be attached to the appointment. Competency certificates will also be attached as required in specifications</p>			
13. Elevated work training (Rescue/ Safety harnesses) – accredited Training (If applicable)			
14. Fall Protection Plan by competent person / Rescue Plan (If applicable)			

CONTRACTOR	Complying	Not Complying (i.e. Comments)	Not Applicable
15. Contract/Project Specific Risk Assessment indicating the full scope of work and risk profile – High risk task inventory registers to be attached.			
16. Risk Assessment (HIRA), Method Statement, Safe Work Procedure to be generated for each specific task to be performed on the contract/project i.e. Site establishment, confined spaces, working at heights, working near water, excavations etc. Note: before establishment they can supply what they will start with – site establishment, fencing, clear & grub...so only request what is relevant at the time.			
17. PPE Policy and most recent issue register.			
INDUCTION			
18. Induction application forms completed for every employee of the contractor performing work on site; The following shall be attached:			
<ul style="list-style-type: none"> Employee Dossier with applicable documentation; 			
<ul style="list-style-type: none"> Proof of site-specific induction; 			
<ul style="list-style-type: none"> Copy of ID Document; 			
<ul style="list-style-type: none"> Legal Letter of Appointment; 			
<ul style="list-style-type: none"> Proof of competence i.e.: Artisans, drivers, operators etc.; 			
<ul style="list-style-type: none"> Valid medical certificate of fitness done by an Occupational Health Practitioner (i.e. Annexure 3 for construction work) 			
REGISTERS			
19. Copy of equipment registers to be used with copy of each item's inspection checklist. The registers are not limited to the following, depends on the scope of work:			
<ul style="list-style-type: none"> Site visitors register 			
<ul style="list-style-type: none"> Excavation Inspection Register 			
<ul style="list-style-type: none"> Hand tools Inspection register 			
<ul style="list-style-type: none"> Barricading Inspection Register 			
<ul style="list-style-type: none"> Traffic Inspection Register 			
<ul style="list-style-type: none"> Mobile Toilet Inspection Register 			
<ul style="list-style-type: none"> Daily Risk Assessment and Toolbox Talk 			
<ul style="list-style-type: none"> PPE Inspection Register 			
<ul style="list-style-type: none"> First Aid kit Inspection Register 			
<ul style="list-style-type: none"> Fire Fighting Equipment Register 			

CONTRACTOR	Complying	Not Complying (i.e. Comments)	Not Applicable
• Portable electrical Equipment Register			
• Pneumatic Tool Register			
• Compressor Checklist			
• Ladder Inspection Register			
• Vehicle Inspection Register			
• Working at Height Equipment Register			
INCIDENT/ACCIDENT MANAGEMENT			
20. Incident /Accident Management Procedure including reporting, recording and investigation of incidents and accidents			
21. Register of first aid injuries			
22. Register of reportable injuries to the Provincial Director			
OTHERS			
23. Section 37(2) mandatory agreement between client - contractor and contractor - sub contractor. As well as:			
• CR 5.1(k) Principal Contractor appointment			
• CR 7(1)(c)(v) Sub Contractor appointment			
24. Training Matrix (Management, Supervisors and Employees)			
25. Copy of the OHS act and its Regulations, COID Act Regulations			
COVID 19			
26. Appointment Letter: COVID-19 Compliance officer			
27. Approved COVID 19 - Risk Assessment			
28. Approved COVID -19 Workplace Plan: Preventing and Managing COVID 19 infection in the Workplace			
29. Copy of OHS Directive: COVID-19 OCCUPATIONAL HEALTH AND SAFETY MEASURES IN WORKPLACES			

4. BILL OF QUANTITIES

ITEM NO.	DESCRIPTION	Unit	QTY	Rate	Total Amount
1	<u>PRELIMINARIES AND GENERAL</u>				
1.1	Port of Ngqura SHE File	Sum	1		
2	<u>SUPPLY AND DELIVERY OF HEAVY-DUTY GRATINGS AT C BERTH</u>				
	The quoted prices shall also include all the works indicated in the scope of works (SECTION 2) of this document.				
2.1	Manufacture, supply and delivery of heavy-duty hot dip galvanized steel gratings as per the specification and drawing 3125740-1-000-S-DE-0001-01.	No.	1200		
2.2	Removal and relocation of existing U – drain cover gratings at the C-series berths.	No.	600		
2.3	Installation of heavy-duty hot dip galvanized steel gratings as per the specification and drawing 3125740-1-000-S-DE-0001-01.	No.	1200		
3.	SUB-TOTAL				
4.	15% VAT (if applicable)				
5.	TOTAL				

DOCUMENT NAME:	REVISION	PAGE
MANUFACTURE, SUPPLY AND INSTALLATION OF HEAVY-DUTY GRATINGS AT C BERTH	001	11 OF 11