Provision for Industrial Cleaning of Equipment, Workshops and Substations on Cape Town Terminals at CTCT & CTMPT for a period of 36 months

Scope of Work:

Document reference number:

2025/05/10 SOW Industrial Cleaning CTT (3-years) _REV002

Site:

Port of Cape Town

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1. Introduction

1.1. Executive Overview

Cape Town Container Terminal (CTCT) operations date back to 1977 - facilitating movement of containerised cargo, wine, fruit, and white goods to and from the Asian, European, American, Australian, and growing East and West African markets. The terminal has since played a pivotal role for the region and its economy as it is now primarily viewed as a reefer terminal, renowned for the export of deciduous fruit, perishables, and frozen products. Fruit and fresh produce are the CTCT's major export commodities, and the port infrastructure allows for this time-sensitive cargo to leave inland terminals/packhouses and arrive at their chosen destination in peak condition. The terminal is well connected to its hinterland through extensive rail and road networks.

Cape Town Multipurpose Terminal (CTMPT) its origins dating as far back as 1947, the Cape Town Multipurpose Terminal (CTMPT) has been the chosen import and export terminal for a large variety of commodities including fertilizer, soda-ash, soya, sunflower pellets, wheat, maize, cement, and containerised cargo. Located in the Duncan Dock area of the harbour and in close proximity to major transport routes, the terminal operates within an area with a quayside length of almost 1.8 kilometre.

Cape Town MPT trades with over 20 countries.

Cape Town Container Terminal (CTCT) is containerized operation Terminal, and whereas Cape Town

Multi-Purpose Terminal (CTMPT) are handling multi cargos and consists of various lifting equipment which are Ship-to-Shore cranes (STS); Rubber Tyre Gantry cranes (RTG); Straddle Carriers (SC); Rail

Mounted Gantry cranes (RMG); Reach Stackers (RS); Empty Container Handlers (ECH); Haulers; Forklifts; Mobile Harbor Cranes (MHC); Tractors; Reefer slots and High Mast Lights. The equipment is critical to handle the various operating process flow for the customer to or from vessels.

The Cape Town Terminals (CTT) are also equipped with important infrastructure buildings which consists out of the main administration building; Workshop 17 (service and repairs of Straddles, Forklifts, Empty Stackers, Reach Stackers workshop); MPT workshop (service and repairs of Reach Stackers, Forklifts, trucks, trailers); G-berth administration building (compromises with offices); RTG service area, mess room and ablutions; fuel facility; auto gate (truck entrance); security and substations.

The equipment needs sufficient industrial cleaning to ensure that all these machines stay in a good

clean operating condition which is safe to be used by the operator as well as the maintenance team. Further the contract entails that the machines and workshops need to be cleaned as per request and also as per schedule from the maintenance department.

Specifically, TPT seeks to benefit from the partnership in the following ways:

1.1.1. Reduce the cost of acquisition and improve service benefits resulting from the Service Provider(s) streamlined service processes.

1.1.2. Achieve appropriate availability that meets user needs while reducing costs.

1.1.3. Proactive improvements from the Service Provider concerning the provision of services and related processes.

1.1.4. End-users must be able to rely on the chosen Service Provider's personnel for service inquiries, recommendations, and substitutions.

1.1.5. Reduce costs by streamlining its acquisition of Services, including managed service processes on a consolidated basis.

1.1.6. Achieve appropriate availability that meets user needs while reducing costs for both TPT and the chosen Service Provider.

1.1.7. Receive proactive improvements from the Service Provider with respect to the provision of Services and related processes.

1.1.8. Meet regulatory and statutory requirements in terms of Occupational Health and Safety.

In this spirit of partnership, TPT and the appointed Service Provider will study the current ways they do business to enhance current practices and support processes and systems. Such a partnership will allow TPT to reach higher levels of quality, service, and profitability.

1.2. Terminology

For the purposes of this document, the following definitions shall apply:

Business Document

Means a document containing the following particulars: the company letterhead, company, or corporation's registration number.

Cleaning

The physical removal of dust, soil, and other debris.

Compliance

The Service Provider must comply with all the obligations under the Contract he enters.

Contamination

The presence of germs and toxins on hands and or on surfaces such as clothes, gloves, bedding, surgical instruments, patient care equipment, dressings, or other inanimate objects.

Oil Contamination

The presence of oil and oil debris on hands and or on surfaces such as clothes, gloves, bedding, walls, or other inanimate objects.

Contract Manager

Transnet employee who is authorized to represent Transnet in terms of the contract and appointed to supervise and/or liaise with the Service Provider to ensure that the specification of the contract is met (with special emphasis on technical specifications, inspections of Safety, Health, Environment and Quality of work). A contract manager has the role of executing the plan to achieve the deliverables. This person receives all his authorizations from the project initiator and the stakeholders.

Contract Owner

The person who requires a specific product, goods, or services and who is responsible for providing the budget and approval.

Service Provider

An employer (organization) or a person performing any work and has entered into a legal binding business agreement contract to supply a product or provide services to Transnet. This applies to Suppliers, Vendors, Consultant and Service Providers.

Service Provider Execution Plan

A site, activity or project specific documented plan in accordance with the client's project requirements. The Service Provider to submit a plan for approval prior to mobilization on site. The Service Provider Execution Plan includes, inter alia: Safety, Health, Environment and Quality, Delivery plans etc.

Service Provider Compliance File

A file or other record containing the information in writing required by Transnet.

NB: A file must be submitted for each discipline where applicable e.g. Safety, Health, Environment and Quality file etc.

Service Provider's Equipment:

Service Provider's equipment shall be stored only in areas designated by the Contract Manager. Equipment shall be stored in a clean, orderly and safe condition.

Cross-contamination

Cross-contamination is the transfer of harmful germs and toxins from one person, object or place to another.

Disinfectant

A product that is used on surfaces or medical equipment/devices to remove grease, germs and toxins. Some products combine a cleaner with a disinfectant.

Disinfection

The killing of germs and toxins. Surfaces and equipment must be cleaned first before applying disinfectant in order to kill germs.

Employer

Transnet Port Terminals – Cape Town.

Fixed Cost Contract

A contract where the Service Provider pays for all the material and labor needed for the execution of works.

Furniture moving

When necessary for the Service Provider to move furniture and furnishings, it will be done with care and furniture returned to its original positions.

Equipment moving

When necessary for the Service Provider to move operating machine equipment and components, it will be done with care and equipment and materials to be returned to its original positions.

Defects liability period

The defects liability period is the period during which The Contractor is liable for any defects that are not part of normal "wear and tear". Normally 12 months.

Fall protection plan

A documented plan, which includes and provides for- (a) all risks relating to working from a fall risk position, considering the nature of work undertaken; (b) the procedures and methods to be applied in order to eliminate the risk of falling; and (c) a rescue plan and procedures;

Maintenance

The checking, servicing, repairing or replacing of necessary devices or components of infrastructure or equipment to ensure readiness operation or use over the utilization stage of a system lifecycle.

Non-Conformity

A deficiency in characteristic, documentation or procedure which renders the quality of an item, work or service unacceptable or indeterminate in accordance with specified requirements.

Level of care

The Service Provider shall always exercise due care to ensure that cleaning products and practices do not cause damage to the finish, furnishings, or fixtures, employees' health. Service Provider shall restore to good condition any items damaged from lack of due care by Service Provider employees.

Permit Issuer

The operations shift manager will be responsible for the issuing of permits.

Permit to Work

A written document indicating the equipment to work on, the potential hazards, how and where these hazards were negated, signatures indicating that equipment is safe and the names of all the people working on the equipment.

Responsible Supervisor

The Operations and Maintenance Supervisor who has been assigned responsibility for the operation and maintenance of a particular section/s of the plant.

Risk Assessment

A risk assessment in this procedure means the process where all risks associated with the contract and its execution identified, mitigated and managed.

Specifications

A detailed prescription of the Integrated Management System (IMS) requirements to which equipment, construction, product or service must comply with this includes various models, drawings and documents. It noted that the specification might even comprise of a multitude of different elements.

Statutory maintenance

Regulated maintenance is carried out on assets to meet regulatory requirements and statutes.

Warrants /guarantee

Guaranteeing of work for a period requested by TPT of no less than 12 months.

1.3. Abbreviations

COC	Certificate of Compliance
CPT	Cape Town
CTCT	Cape Town Container Terminal
CTMPT	Cape Town Multi-Purpose Terminal
ETA	Estimated time of arrival.
ETC	Estimate time of completion.
IMS	Integrated Management System
ISO	International Organization for Standardization
NCR	Non-conformance Report
NOSA	National Occupational Safety Association
OHS	Occupational Health and Safety
PPE	Personal Protective Equipment
QMS	Quality Management System
RFQ	Request For Quotation
SANS	South African National Standards
SCM	Supply Chain Management
SHEQ	Safety, Health, Environmental, and Quality
SOP	Standard Operating Procedure
TPT	Transnet Port Terminals
SABS	South African Bureau of Standards
BBBEEE	Broad Based Black Economic Empowerment
CEP	Contractor Execution Plan

DTI	Department of Trade and Industry
HSSP	Health and Safety Surveillance Plan
HVAC	Heating, Ventilation and Air-Conditioning
QA	Quality Assurance
SES	Standard Environmental Specification
TNPA	Transnet National Ports Authority

2. Scope of Requirements

Cleaning will refer to the following but not limited to:

- Scrapping of all grease, oil and other debris from surfaces, compartments and any other workspace (Wheels, wires, ect.)
- Removing all scrap papers and debris off site
- All removed grease, oil, paper and any other debris to be discarded off TPT premises.
- Using cloths, towels, sponges and chemicals to remove all grease stains, dirt, dust and other debris.
- Using of polish to finish off all surface areas.
- Using high-pressure equipment to wash required equipment, workshops and substations.
- Using vacuum cleaners to clean all dust and other debris from services.
- Using pumps to remove sludge and oily materials from service pits, wash bays and effluent plants.
- Using window cleaning equipment to remove stains, water marks and salt from all windows.
- Removal of salt stains on all equipment, workshops and substations.
- Using brooms and mops to clean floors. All dirt and debris to be removed and cleaned from floors, including oil spills.
- Using brooms, spades and other equipment to clean outside the workshop spaces. Removal of any spilled oil or debris.
- Using listed chemicals to break down grease, oil, fuel and other industrial applications.
- Any other cleaning application as per industry standards.
- Using industrial strength degreaser and cleaning chemicals to clean various surfaces.

2.1. Nine (x9) Liebherr Ship to Shore (STS) CRANES:

2.1.1. Windows on driver's cabin

Cleaning of windows twice per week; this includes bottom, sides, and front of crane. It also includes the driver's mirror; see Figure 1(a) Driver's cabin bottom window and figure 1(b) driver's cabin front window. Should the port experience adverse weather conditions where the windows become fouled this period may be reduced. In order to clean the windows, the trolley has to be moved over the inspection platform at the rear of the crane by a licensed crane operator. The machine will then be parked in that position until the cleaning operation is complete.

Figure 1(a) Drivers cabin bottom window

Figure 1(b) Drivers cabin front windows

2.1.2. Machine house

Monthly (or on request) - This will be done in conjunction with the planned maintenance that is carried out on the equipment. All floors, E-house floors, walls, gearboxes and motors must be cleaned of dirt, grime and grease. The Perspex covers must be cleaned with a solution that does not affect the material. The surfaces of all the machinery are to be cleaned with a solution that does not affect the paintwork. All cleaning chemicals and/or material are to be environmentally friendly and MSDS documents are to accompany the cleaning material/Chemicals.

2.1.3. Trolley gear

The trolley gear is to be cleaned once a month on planned maintenance. All motors, gearboxes and platforms are to be cleaned as well as the rope pulleys (build-up of grease to be removed). Figure 1(c) trolley motor and figure 1(d) rope pulley. The trolley structure and cabin body must also be industrially cleaned. Access to the trolley can only be achieved when the cabin is in park position.

Figure 1(c) trolley motor

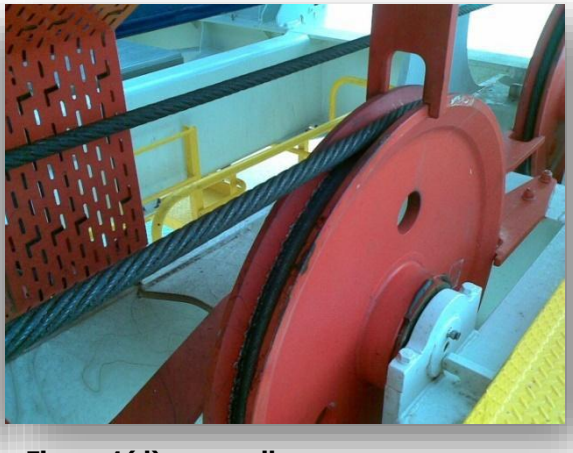


Figure 1(d) rope pulley

2.1.4. Pulleys

Pulleys on the rear of the crane to be cleaned monthly on planned maintenance cycle. All handrails to be cleaned. Figure 1(e) back of STS Crane and figure 1(f) rear pulleys.

Figure 1(e) back of STS crane

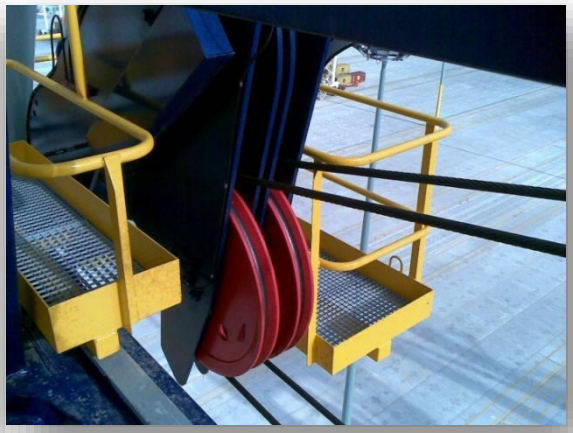


Figure 1(f) rear pulley

2.1.5. Alimak lift

On a monthly basis it will also be required to clean off excess grease and debris from underneath the Alimak lift at the bottom of the crane and on the boom anchor point platform.

Bi-weekly cleaning of Alimak lifts inside and outside (Removal of grease and debris)

2.1.6. Other not listed above

- All staircase and boom handrails to be cleaned once a month.
- Clean head block on spreader once every 6 months (structure; basket and pulleys).
- Clean inside of cabins (operator & CC) once every two (2) weeks in conjunction with cleaning of windows.
- Clean bottom CC cabins once every two weeks in conjunction with cleaning of windows.
- Attached Spreaders to be cleaned once a month. Remove all grease, oil and other debris.

- Cleaning of storm anchoring holes on quayside needs to be executed once a month.
- Head blocks to be cleaned and all grease, oil and debris to be removed.
- Housekeeping to be conducted around the Cranes on request.

2.2. Thirty (x30) Rubber Tyre Gantry (RTG)

2.2.1. Drivers cabin windows

Weekly cleaning of the drivers cabin windows this, includes bottom, sides and front. It also includes the driver's mirror. Should the port experience adverse weather conditions where the windows become fouled this period may be reduced. Figure 2(a) RTG driver cabin windows.

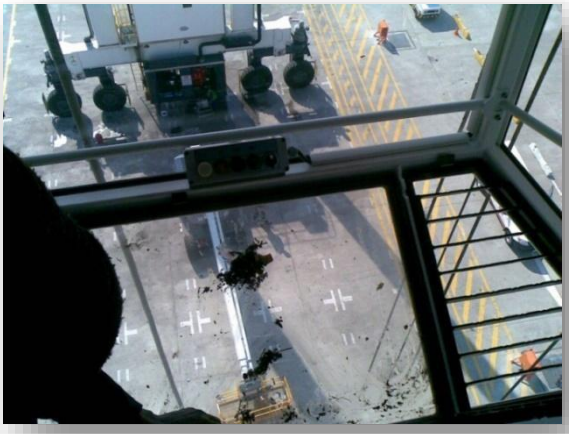


Figure 2(a) RTG driver cabin windows.

Figure 2(b) RTG overview.

2.2.2. Trolley drive gear

Clean the drive gear monthly on planned maintenance –All gearboxes and motors to be cleaned. All handrails to be wiped clean. Clean inside of operator's cabin. Cleaning will be

done in conjunction with the monthly planned maintenance.

Note: The surfaces of all the machinery are to be cleaned with a solution that does not affect the paintwork.

2.2.3. Other not listed above

- All staircase and boom handrails to be cleaned once a month.
- Clean inside of cabins (operator & CC) once a week in conjunction with cleaning of windows.
- Attached Spreaders to be cleaned once a month. Remove all grease, oil and other debris.
- Clean bottom CC cabins once every two weeks in conjunction with cleaning of windows.
- House Keeping needs to be conducted around the area the RTG'S are parked on request.

2.3. One (x1) Rail Mounted Gantry (RMG)

2.3.1. Driver cab windows

Weekly cleaning of the drivers cabin windows, this includes bottom, sides and front. It also includes the driver's mirror. Should the port experience adverse weather conditions where the windows become fouled this period may be reduced.

2.3.2. Trolley drive gear

Clean the drive gear monthly on planned maintenance –All gearboxes and motors to be cleaned. All handrails to be wiped clean. Clean inside of operator's cabin. Cleaning will be done in conjunction with the monthly planned maintenance.

Note: The surfaces of all the machinery are to be cleaned with a solution that does not affect the paintwork.

2.3.3. Other not listed above

- Clean Anti sway area monthly. (Underneath the trolley)
- Clean floor of electrical house monthly.
- Attached Spreader to be cleaned once a month. Remove all grease, oil and other debris.
- RMG operators cab ed bi-weekly.
- House keeping to a d the RMG on request.

Figure 3(a) RMG crane.

2.4. Eighty(X80) Haulers

2.4.1. Driver cab windows

Weekly cleaning of the drivers cabin windows, this includes bottom, sides and front. It also includes the driver's mirror. Should the port experience adverse weather conditions where the windows become fouled this period may be reduced.

2.4.2. Other not listed above

- Clean inside and outside of hauler weekly (Remove grease oil and other debris). Including the chassis, body, engine, wheels, load bed, and other hauler components not listed.
- Four (4) haulers to be cleaned per day. The cleaning will be scheduled after planned maintenance of the hauler.
- Clean hauler cabins on a bi-weekly basis.

  Figure 4(a) hauler LHS view &front window. **Note: The surfaces of all the machinery is to be cleaned with a solution that does not affect the paintwork.**

Figure 4(a) hauler LHS view &front window.

Figure 4(b) hauler front window.

2.5 Nine (9) Reach Stacker(RS)

2.5.1. Driver cab windows

Weekly cleaning of the drivers cabin windows, this includes bottom, sides and front. It also includes the driver's mirror. Should the port experience adverse weather conditions where the windows become fouled this period may be reduced.

2.5.2. Other not listed above

- Clean inside and outside of stackers weekly (Remove grease, oil and other debris). Including the chassis, body, engine, wheels, and other stacker components not listed.
- Stackers cabins to be cleaned on a bi-weekly basis.
- **Note: The surface of all the machinery is to be cleaned with a solution that does not affect the paintwork.**

Figure 5(a) Sany Reach Stacker.

2.6. Six(x6) Empty Container Handler (ECH)

2.6.1. Driver cab windows

Weekly cleaning of the drivers cabin windows, this includes bottom, sides and front. It also includes the driver's mirror. Should the port experience adverse weather conditions where the windows become fouled this period may be reduced.

2.6.2. Other not listed above

- Clean inside and outside of ECH weekly (Remove grease, oil and other debris). Including the chassis, body, engine, wheels, and other handler components not listed.
- ECH cabins to be cleaned on a bi-weekly basis.

Figure 6(a) Empty container handler.

Figure 6(b) ECH drivers cabin windows.

2.7. Two (x2) Mobile fuel bowsers

2.7.1. Bowser items to be cleaned

- Clean inside and outside of bowsers weekly (Remove grease, fuel, oil and other debris). Including the chassis, pump, body, engine, wheels, and other stacker components not listed. The cleaning will be conducted after planned maintenance.
- **Note: The surfaces of all the machinery are to be cleaned with a solution that does not affect the paintwork.**

Figure 7(a) Fuel bowser.

Figure 7(b) Fuel bowser pump arrangement.

2.8. Five (x5) Tractors

2.8.1. Driver cab windows

Weekly cleaning of the drivers cabin windows, this includes bottom, sides and front. It also includes the driver's mirror. Should the port experience adverse weather conditions where the windows become fouled this period may be reduced.

2.8.2. Other not listed above

- Clean inside and outside of tractors weekly (Remove grease oil and other debris). Including the chassis, body, engine, wheels, load bed, and other tractors components not listed.
- Tractors cabins are to be cleaned on a bi-weekly basis.

Note: The surfaces of all the machinery is to be cleaned with a solution that does not affect the paintwork.

Figure 8(a) Dezzi tractor.

2.9. Eight (8) Straddle Carriers

2.9.1. Driver cab windows

Bi-weekly cleaning of the drivers cabin windows, this includes bottom, sides and front. It also includes the driver's mirror. Should the port experience adverse weather conditions where the windows become fouled this period may be reduced.

2.9.2. Other not listed above

- Clean inside and outside of stackers bi-weekly (Remove grease, oil and other debris). Including the chassis, body, engine, wheels, and other carrier components not listed.
- Handrails, ladders, stairs to be cleaned on a bi-weekly basis. All grease, oil, and debris to be removed.
- Attached Spreader to be cleaned once a month. Remove all grease, oil and other debris.
- Carrier cabins need to be cleaned on a bi-weekly basis.
- **Note: The surfaces of all the machinery is to be cleaned with a solution that does not affect the paintwork.**

Figure 9(a) 8th and 4th generation Straddle Carriers

2.10.Three (3) Mobile Harbor Cranes

2.10.1. Driver cab windows

Bi-weekly cleaning of the drivers cabin windows, this includes bottom, sides and front. It also includes the driver's mirror. Should the port experience adverse weather conditions where the windows become fouled this period may be reduced.

2.10.2. Other not listed above

- Clean inside and outside of stackers bi-weekly (Remove grease, oil and other debris). Including the chassis, body, engine, wheels, and other crane components not listed.
- In the event where Mobile Crane have incurred excessive oil spillage due to unforeseen breakdowns of hydraulic pipe burst around the machine needs to be cleaned and contain all the unnecessary spillage to prevent land and sea pollution.
- Clean handrail and stairways monthly. Remove all grease, oil and other debris.
- Clean slew deck and catwalks monthly. Remove all grease, oil and other debris.

- Crane cabins to be cleaned on a bi-weekly basis. Remove all grease, oil and other debris.
- Attached Spreaders to be cleaned once a month. Remove all grease, oil and other debris.
- Engine room floor and side walls to be cleaned monthly. Remove all grease, oil and other debris.
- Winch room floor and side walls to be cleaned monthly. Remove all grease, oil and other debris.
- Outside slew deck and radiator section to be cleaned monthly. Remove all grease, oil and other debris.
- House keeping to be conducted in and around the MHC's on request.
- **Note: The surfaces of all the machinery is to be cleaned with a solution that does not affect the paintwork.**

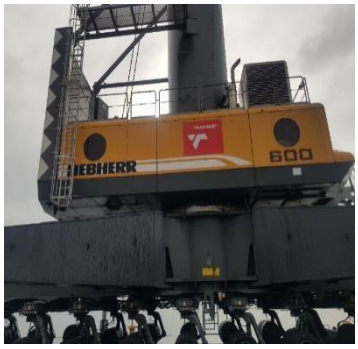


Figure 10(a) MHC 600 slew deck section.

Figure 10(b) MHC 400 slew deck section.

Figure 10(c) MHC 600 sub-components (handrails, catwalks, engine room, winch room, radiator section, boom)

2.11. Workshops

2.11.1. Hauler Workshop and service pit workshop

- Deep clean floors twice daily. This includes removing oil, spills, grease, grime and all other debris and materials.
- Clean all windows, inside and outside monthly. All ladders and scaffolding to be included

in bid.

- Clean hauler workshop floor monthly for imbizo and other engagements held in the workshop. (This is outside the twice daily cleaning required for the workshop)
- Service pits to be cleaned on a weekly basis. This includes cleaning and deep cleaning of walls, floors, removing oil, grease and all other debris. To be removed off site.
- Wash bay to be cleaned on a weekly basis. This includes cleaning and deep cleaning of walls, floors, removing oil, grease and all other debris. To be removed off site.
- Clean outside area of the workshop weekly. Remove all oil, grease and any other debris.
- Clean effluent plant monthly. This includes cleaning and deep cleaning of walls, floors, removing oil, grease and all other debris. To be removed off site.
- Reorganize the workshop items as indicated by TPT, move items to their locations daily.

Figure 11(a) hauler service workshop.

Figure 10(b) service pit.

2.11.2. Shop 17 - Workshop

- Deep clean floors and walls twice daily. This includes removing oil, spills, grease, grime and all other debris and materials.
- Clean all windows, inside and outside monthly. All ladders and scaffolding to be included
- in bid.
- Service pits to be cleaned on a weekly basis. This includes cleaning and deep cleaning of walls, floors, removing oil, grease and all other debris. To be removed off site.
- Wash bay to be cleaned on a weekly basis. This includes cleaning and deep cleaning of walls, floors, removing oil, grease and all other debris. To be removed off site.
- Clean outside area of the workshop monthly. Remove all oil, grease and any other debris.
- Clean effluent plant monthly. This includes cleaning and deep cleaning of walls, floors, removing oil, grease and all other debris. To be removed off site.
- Reorganize the workshop items as indicated by TPT, move items to their locations daily.

Figure 11(c) workshop wash bay.

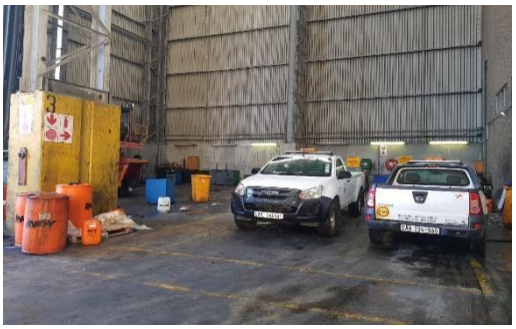


Figure 11(d) workshop wash bay.

2.11.3. MPT workshops(X3)

- Deep clean floors and walls twice daily. This includes removing oil, spills, grease, grime and all other debris and materials.
- Clean all windows, inside and outside monthly. All ladders and scaffolding to be included
- in bid.
- Service pits (2 pits) to be cleaned on a weekly basis. This includes cleaning and deep cleaning of walls, floors, removing oil, grease and all other debris. To be removed off site.
- Wash bay to be cleaned on a weekly basis. This includes cleaning and deep cleaning of walls, floors, removing oil, grease and all other debris. To be removed off site.
- Clean outside area of the workshop monthly. Remove all oil, grease and any other debris.
- Clean effluent plant monthly. This includes cleaning and deep cleaning of walls, floors, removing oil, grease and all other debris. To be removed off site.
- Reorganize the workshop items as indicated by TPT, move items to their locations daily.

Figure 11(e) workshop service pit 1.

Figure 11(f) workshop service pit 1.

2.12. Substations

2.12.1. Two (2) MPT substations

- Deep clean floors and walls monthly. This includes removing oil, spills, grease, grime and all other debris and materials. Polish floor as per cleaning standards. Dust removal.
- Clean all windows, inside and outside monthly. All ladders and scaffolding to be included in bid.
- Work must be planned with TPT electrician. All access to substations must be managed by TPT or TNPA electrician. No access will be granted without the required TPT or TNPA electrician.

2.12.2. Twelve (12) CTCT substations

- Deep clean floors and walls monthly. This includes removing oil, spills, grease, grime and all other debris and materials. Polish floor as per cleaning standards. Dust removal.
- Clean all windows, inside and outside monthly. All ladders and scaffolding to be included in bid.
- Work must be planned with TPT electrician. All access to substations must be managed by TPT or TNPA electrician. No access will be granted without the required TPT or TNPA electrician.

TABLE 2-1 – Confirmation of frequency per equipment, workshops and sites

Item No.	Equipment/ area	Frequency
1	STS cranes	Cab Windows: Twice per week Trolley and Motor house: Monthly Pulleys at the rear of crane: Monthly Alimak underneath: Monthly Alimak lifts inside and outside: Bi-weekly All handrails and staircases: Monthly Head blocks: 6 Monthly Spreaders: Monthly Cabins inside and underside: Bi-Weekly Storm anchor holes (pin slots): Monthly
2	RTG's	Cab Windows: Once per week Trolley gears: Monthly Cabins Inside and underside: Bi-Weekly All handrails and staircases: Monthly Spreaders: Monthly Trolley: Monthly
3	RMG's	Cab Windows: Once per week Trolley gears: Monthly Cabins Inside and underside: Bi-Weekly All handrails and staircases: Monthly Anti sway area: Monthly Spreaders: Monthly Floor of Electrical house: Monthly Trolley: Monthly
4	Haulers	Cab Windows: Once per week Inside and outside of hauler: Once per week Hauler cabin: Bi-Weekly *Provision must be made to clean 4 haulers per day
5	Reach Stackers	Cab Windows: Once per week Inside and outside of stackers: Once per week Stacker's cabin: Bi-Weekly
6	Empty Container Handlers	Cab Windows: Once per week Inside and outside of handlers: Once per week Handler's cabin: Bi-Weekly
7	Fuel bowsers	Inside and outside of Bowsers: Once per week
8	Tractors	Cab Windows: Once per week Inside and outside of tractors: Once per week Tractors cabin: Bi-Weekly
9	Straddle Carriers	Cab Windows: Bi-Weekly Inside and outside of carrier: Bi-Weekly

		Spreaders: Twice a month Hauler cabin: Bi-Weekly
10	Mobile Harbor Cranes	Cab Windows: Bi-Weekly Cabins Inside and outside: Bi-Weekly All handrails and staircases: Monthly Slew deck &Catwalks: Monthly Engine room floor and side walls: Monthly Winch room floor and side walls: Monthly Outside slew deck &radiator section: Monthly
11.1	Hauler Workshops	Workshop floors and walls: Twice a day (dedicated team) Windows: Monthly Floor for gatherings: Monthly Service pits: Weekly Wash bays: Weekly Outside area of shop: Weekly Effluent plant: Monthly Reorganize workshop items as indicated by TPT: Daily
11.4	Workshop 17	Workshop floors and walls: Twice a day (dedicated team) Windows: Monthly Service pits: Weekly Wash bays: Weekly Outside area of shop: Weekly Effluent plant: Monthly Reorganize workshop items as indicated by TPT: Daily
11.5	MPT Workshops	Workshop floors and walls: Twice a day (dedicated team) Windows: Monthly Service pits (2 pits): Weekly Wash bays: Weekly Outside area of shop: Weekly Effluent plant: Monthly Reorganize workshop items as indicated by TPT: Daily
12	Substations	Substation floors and walls: Monthly Windows: Monthly

2.13. Equipment required

The SERVICE PROVIDER shall supply all the required equipment to provide industrial cleaning services as per the industry standards and the standards captured in this document. All equipment must be included in the bidder's price for each piece of equipment, workshop and substations.

Below is a list of the minimum required equipment to execute this scope: (This is only an indication, the bidder can use other equipment if the result will be of a higher standard than the listed equipment. This must be approved by the TPT representative)

The quantity will be determined by the service provider. All frequency of machines cleaning must be adhered to, no excuses will be accepted if one equipment is used on one activity, and another is standing due to equipment shortages.

- Industrial vacuum cleaner.
- Submersible suction pump to clean service pits, wash bays, and effluent plant. Must be able to pump oily material.
- Scrappers to remove sticky sludge.
- Mobile vacuum cleaner. Must be able to be carried up stairways of various equipment. Please view images of each equipment. Must be battery operated.
- Industrial floor scrubber to remove all oil and grease spills.
- Mops with trolleys to clean and polish floors with chemicals
- Extended window cleaning equipment for tall buildings and machine equipment. Include all extensions, mop heads to clean windows inside and outside.
- Industrial brooms to sweep floor areas.
- All buckets, sponges and towels to clean and polish equipment, workshops and substations.
- Working at height equipment (Fall protection equipment. (Up to 50m)
- Scaffolding and ladders to clean areas above 2.4m.

2.14. Cleaning consumables

The SERVICE PROVIDER shall supply all the required industrial cleaning consumables to provide

industrial cleaning services as per the industry standards and the standards captured in this document. All consumables must be included in the bidder's price for each piece of equipment, workshop and substations.

Below is a list of the minimum required consumables to execute this scope: (This is only an indication, the bidder can use other consumables if the result will be of a higher standard than the

listed consumables. This must be approved by the TPT representative)

The quantity will be determined by the service provider. All frequency of machines cleaning must be adhered to, no complaint of low running consumables will be accepted.

The Service Provider shall have all required safety signs in place when conducting cleaning services

- SODIUM HYDROXIDE (CAUSTIC SODA): Commonly used for heavy-duty degreasing and cleaning of industrial cleaning supplies industrial equipment and surfaces
- HYDROCHLORIC ACID: Used for removing rust, scale and other heavy deposits from metal surfaces
- SULFURIC ACID: Used for cleaning and descaling metal surfaces, as well as for removing stains and discoloration
- ACETONE: A solvent commonly used for cleaning and degreasing metal parts and surfaces
- ISOPROPYL ALCOHOL: A solvent used for cleaning and degreasing electronic components and surfaces
- ETHYLENE GLYCOL: Used as a coolant and heat transfer fluid and also used in cleaning and removing heavy deposits from metal surfaces
- MINERAL SPIRITS: A solvent commonly used for cleaning and degreasing machinery and equipment
- TRISODIUM PHOSPHATE (TSP): A heavy-duty cleaner used for cleaning industrial equipment and surfaces
- AMMONIA: A cleaning agent commonly used for removing dirt, grime and stains from surfaces
- CHLORINE BLEACH: A powerful disinfectant and whitening agent commonly used for cleaning industrial surfaces and equipment

All chemicals must be stored as per the required standards and an MSDS must be submitted with the chemicals and cleaning consumables.

2.15. Manning, Supervision and Transport

2.15.1 Manning

Given the various areas where cleaning is to be performed as well as the frequency it needs to be cleaned, the contractor to provide a written undertaking that he will always supply adequate manpower and supervision to perform all duties as per the SOW. Estimated min Manning level of x18 is required and one (1) supervisor. Service Provider to calculate manning power to complete works as per required frequencies.

DEPARTMENT	MANNING REQUIRED
MPT	4
SHOP 17	4
MAFI WORKSHOP	2
SUBSTATIONS	4
EQUIPMENTS	4
Supervisor	1
Total	19

2.15.2. Competency of Supervision

Contractor to provide qualifications of his supervisory staff, indicating their relative training and experience which must not be less than 3 years and a valid South African driver's license with PDP.

A minimum of Four (4) personnel to have a working at heights certificate (Up to 50m). Various equipment workshops and substations will require a working at heights certificate. All working at heights equipment must be supplied by the Service Provider.

2.15.3. Transportation

The contractor will need to supply adequate (enclosed with provision of a seat belt for each of the occupants) transportation for his personnel to transport them to and from the various area(s) when required. Full time transport will be required between the 2 terminals.
Contractor to provide proof of the vehicle, (copy of vehicle registration or lease agreement), with Tender submission.
The Contractor submits a copy of the valid driver's license of the supervisor with PDP.
A dedicated combi for transport must be available for each shift. Staff will need to be transported through the vast space of CTCT and MPT and there for require transport full-time at the Terminal.

2.15.4. Cleaning Program: Method statement

The Respondent is required to provide cleaning services specific program. Indicating the Following aspects:

1. Method used to clean workshops and equipment
2. Method used to degrease the workshop and equipment

Note: Submit each method statement separately and include the discretion on the top of the page.

2.15.5. Execution plan

The Contractor must submit a detailed Contractor Execution Plan (CEP) in accordance with the Employer's broad outline of the service.

This Contractor Execution Plan must include the following components:

1. Purpose
2. Scope
3. Definitions
4. Roles and Responsibilities
   - Responsibility allocation
   - Functional Role Definition
   - Contractor Delivery and action plan
5. Contractor Details
   - Contractor Scope
   - Key Milestones
6. Contractor Delivery Methodology
   - Execution Management Plan
   - Engineering Management Plan
   - Project Controls Management Plan
   - Systems Management Plan
   - Business Continuity Management Plan
   - Safety and Health and Environment Management Plan
   - Environmental Management Plan

- Security Management Plan
- Quality Management Plan
- Risk Management Plan
- Inspection and Controls Management Plan
- Document and Data Management Plan
- Communication Management Plan
- Human Resources Management Plan
- Industrial Relations Management Plan
- Interface Management Plan
- Commissioning Management Plan
- Close-out Management Plan
- Lesson Learnt

2.16. SAFE WORKING

2.16.1. All aspects of the work must be in accordance with the Occupational Health and Safety (OHS) Act 85 of 1993, National Environmental Management Act No. 107 of 1998, especially with regard to the use of potentially hazardous cleaning chemicals and the OHS Act's requirements relating to the use of such chemicals. Where applicable the Service Provider and his / her workmen will be expected to comply with all safe working procedures of TPT

2.16.2. All chemicals used shall be in accordance with the relevant SABS specifications. The tender shall include details of the proposed chemicals to be used together with a material data sheet for each chemical to be used. All containers used for chemicals and detergents must be clearly marked indicating their contents. The Service Provider shall not use or store any poisonous or highly flammable substances and other chemicals on the premises.

2.17. SITE INSPECTION

2.17.1. TENDERERS shall visit the various equipment, workshops and substations to acquaint themselves with the nature of the work, the conditions under which it is to be executed, the means of access to the equipment, workshops and substations to be cleaned any limitations or restrictions that may have been imposed by TPT, and in general with all matters that may influence or affect the contract and they shall be deemed to have allowed in their tenders for any additional costs involved due to the foregoing as no claims

for any extras in connection with the nature or position of the WORKS will be entertained. A site inspection will follow the compulsory site briefing and the tenderers will be accompanied by Technical staff and or a nominated TPT employee.

2.18 SAFETY DATA SHEETS

Prior to starting, the Service Provider must provide Safety Data Sheets (MSDS) for all chemical products to be used on site.

2.19. Management meetings

2.19.1. Regular meetings of a general nature may be convened and chaired by the Service Manager. These meetings require attendance by the Employer delegates and the Contractor representative. Meetings of a specialist nature may be convened as specified elsewhere in this Service Information or if not so specified by persons and at times and locations to suit the Parties, the nature and the progress of the works. Records of these meetings are to be submitted to the Service Manager by the person convening the meeting within five days of the meeting.

2.19.2. To ensure that the Employer can notify affected parties by the activities, the following persons must be notified 3 days before any activities on the site commence. Work in progress shall be communicated regularly with these persons regarding timelines, deviations and defects.

- Service Manager
- Supervisor

2.19.3. All meetings are to be recorded using minutes or a register prepared and circulated by the person who convened the meeting. Such minutes or register are not to be used for the purpose of confirming actions or instructions under the contract as these are to be done separately by the person identified in the conditions of contract to carry out such actions or instructions.

3. People Management

3.1. Site and Functional Office Requirements

3.1.1. The Service Provider is required to have a functional office within 50 km of the terminal to which the service will be rendered. TPT reserves the right to call for proof hereof and will not commence the contract before the Service Provider submits such proof.

3.1.2. The functional office shall have as a minimum the following facilities:

a. Ablution facilities,
b. Office equipped with telephone and fax lines,
c. Other amenities as required to perform service,

3.1.3. The Service Provider must be contactable after hours.

3.1.4. TPT reserves the right to inspect the premises and request changes where necessary.

3.2. Personnel deployed to TPT.

3.2.1. The Service Provider shall ensure that it has an adequate number of personnel as required for the scope of requirements for the Port of Cape Town.

3.2.2. The deployed personnel must be formally employed by the Service Provider and employment contracts must conform to the applicable South African Legislation.

3.2.3. TPT reserves the right to request and review the relevant documentation required as proof of Scope of Work compliance where necessary.

3.2.4. Personnel must be suitably trained in order to render an efficient service to execute their duties within the operational areas that they are located in.

3.2.5. Personnel must be familiar with all the referenced procedures and systems within the Terminal.

3.2.6. Work must be assigned to ensure that personnel can cope with the demand of the services required.

3.2.7. All employees deployed by the Service Provider to TPT, including supervisors and managers, must be South African Citizens with a South African ID or in possession of a valid South African work permit. The Service Provider is required to prepare a database/spreadsheet reflecting the name, surname of the employees who will be deployed to TPT, a certified copy of the identity.

document of each employee member as well as the proposed positions for this contract.

3.2.8. The Service Provider is required to perform vetting of all persons in their employment before considering deployment at TPT. All employees must have clear criminal records, have sober habits, and be medically fit. Supporting documents to be provided include a valid police clearance certificate and valid medical certificate for each employee deployed to TPT (see section).

3.2.9. The documents referred to in clause 3.2.7 and 3.2.8 above will not be used for evaluation purposes but must be submitted prior to the commencement of the contract.

3.2.10. The costs associated in obtaining the certificates referred to clause 3.2.7 and 3.2.8 above shall be for the successful Service Provider's account.

3.3. Medical Surveillance

3.3.1. Medical surveillance and monitoring shall be performed at intervals not exceeding 12 months or at such intervals as may be prescribed in terms of legislation promulgated in the Republic of South Africa or by an Occupational Health Practitioner.

3.4. Replacement of employees

3.4.1. TPT reserves the right to request that the Service Provider replace any employees found to be unsuitable, due to, but not limited to the following:

a. Poor job performance.
b. Lack of adherence to the Code of Conduct.
c. Poor Hygiene and.
d. Unsafe practices.

3.4.2. The Service Provider must be able to recruit additional employees to accommodate any TPT requests that are the result of:
Changes in building occupation and the associated increased scope.

3.4.3. The demand for services as contemplated in 3.4.2 shall be determined by the Contract Manager as it may move up the contract end date due to the contract reaching a premature financial closure.

3.5. Supervision and Attendance

3.5.1. The Service Provider shall be required to provide an on-site Supervisors for each of the terminals who shall be always available.

3.5.2. The Supervisors will be required to be on-site during normal working hours and must available telephonically during after hours, on weekends and Public Holidays.

3.5.3. The Service Provider shall ensure that its personnel receive a duty roster identifying the task list per area/department. A task list must be signed off weekly by the Service Provider's supervisors to ensure that all work was performed, as required by TPT.

3.5.4. Duty Rosters shall be required to be approved by TPT Facility Manager or any other person assigned by TPT.

3.5.5. TPT has the right to review all registers/logbooks should any discrepancies/query arise.

3.5.6. The Service Provider shall be fully responsible to TPT for acts and omissions of its employees, which are to be always kept under strict supervision.

3.5.7. The Service Provider shall not sub-contract any work without the prior written consent from TPT.

3.6. Training

3.6.1. The Service Provider must ensure that all employees have the required training. The training should include but not be limited to: -

a. Supervisory.
b. Health and Safety.
c. Working at Heights (Up to 50m)
d. Understanding air conditioner maintenance; and
e. Handling hazardous chemicals and biological agents.

3.6.2. Supervision will be provided by the Service Provider.

3.7. Working at heights above 2.4m (Up to 50m)

3.7.1. The Service Provider shall ensure the following:

a. Staff are fully equipped.
b. A minimum of Four (4) x Staff trained and supervised as per legislative requirements,

particularly in respect to regulations about working at heights.

3.8. Uniforms, identification and PPE

3.8.1. The Service Provider shall provide all employees with a uniform referencing the company's name and/or logo so that maintenance employees may be easily identified.

3.8.2. The Service Provider shall provide each employee with clear identification in the form of a card with:

a) Employee name and photograph
b) Employee number
c) Company name and logo

3.8.3. It is mandatory to always wear staff identification.

3.8.4. All staff must be furnished with full PPE per below: (NO TPT PPE will be worn by SP's staff, these will be confiscated)

a) Two-piece Overalls
b) Safety harnesses (As per required manning levels)(No shortage of harnesses will be accepted)
c) Dusk/Respiratory Mask
d) Reflective Jacket
e) Safety gloves and latex gloves
f) Raincoat
g) Safety goggles
h) Safety Boots – only ankle-high safety boots
i) Hearing protection
j) Hard hat/Helmet
k) Respirator (MPT)
l) And all other as per legislation

3.9. Transport

3.9.1. The Service Provider is responsible for the provision of transport of staff to and from the specific places of work, which may change throughout the day. No walking is allowed within the Cape Town Terminals operational areas.

3.9.2. The cost of transportation shall be for the Service Provider's own account.

3.9.3. The Service Provider's transport must be roadworthy, safe and reliable.

3.9.4. The Service Provider's transport must comply with the minimum requirements as prescribed in the Road Traffic Act.

3.9.5. The Service Provider's transport must be operated by drivers who possess a South African's valid Professional Driver's License with a Permit (PDPs).

3.9.6. The Service Provider is not permitted to transport people in or on the back of light commercial vehicles such as vans or bakkies.

3.9.7. The Service Provider's vehicle must be fitted with an orange strobe light when entering operational areas.

3.9.8. Service provider are not allowed to transport chemicals with staff in one vehicle.

3.9.9. It is the Service Provider's responsibility to ensure that each vehicle is furnished with an up-to-date access permit to the Cape Town Terminals. Special arrangements for new permits will be required for vehicle substitutions as-and-when-required.

3.10. Other site requirements

3.10.1. The Service Provider must ensure compliance with TPT's Security and emergency policies, procedures, and regulations.

3.10.2. There shall be zero tolerance of any form to substance abuse i.e. alcohol, drugs etc. The Service Provider and/or its employees shall be required to submit to random drug and alcohol testing.

3.10.3. The Service Provider is required to obtain a port access permit from TNPA for the contract duration for all staff, the cost of which is borne by the Service Provider.

4. Invoicing and payment procedures

4.1. Invoicing

4.1.1. Demand for services will be controlled and managed by the Service Manager.

4.1.2. The Service Manager requests a quotation from the Contractor which is prepared using fixed costs as per tendered rates and material mark-ups.

4.1.3. The Service Manager raises a requisition for the respective service prior to the services requirement(s) and notifies the Procurement Department thereof.

4.1.4. The Procurement Department issues a purchase order, based on the fixed cost to the Contractor or by obtaining a quote for the specific work.

4.1.5. The date on which the service requirement is to be rendered shall be stated on the purchase order, however this date may change due to operational requirements.

4.1.6. The Contractor provides the Employer with written confirmation of receipt of the notification and render the service on the date as specified in the purchase order.

4.1.7. In the case of an emergency, the Contractor provides a quotation and performs the requested service within one (1) hour or any time as agreed upon and charge as per tendered rates.

4.1.8. Should the supplier not be on site within the required time (as stated above) the Employer reserves the right to engage with another supplier whereby all costs emanating from the call out will be transferred to the suppliers (Contractor's) account and not that of the Employer.

4.1.9. The Facilities department creates a requisition for the emergency work during office hours. The Procurement Department shall then issue the Contractor with a purchase order. No material, plant, equipment, or services may be supplied without a purchase order except for emergency work as stipulated in the above.

4.1.10. The Contractor invoices the Employer according to the purchase order with the purchase order number reflecting on the invoice.

4.1.11. Should the Contractor arrive late to perform the service to the Employer, then a 20% penalty per incident will be deducted from the month's invoice in which the incident occurred.

4.1.12. Should the Contractor fail to execute the service, the Employer will arrange for an alternative Contractor and will deduct from the months invoice all the cost incurred in arranging for the alternative Contractor.

4.1.13. Should a non-conformance of a similar incident recur then the Employer reserves the right to cancel the contract.

5. Safety, Health, Environment and Quality

5.1. General

5.1.1. For the duration of the work, the Service Provider will be responsible for the fulfillment of the OHS Act and all relevant legislations on the premises on which the work is taking place. All incidents that occur on the premises, are to be reported to the local Department of Labor.

5.1.2. The Service Provider must ensure compliance with all other Legislation that impacts the Industry, particularly The Basic Conditions of Employment Act (no 75 of 1997) and the Compensation for Occupational Injuries & Disease Act (no 130 of 1993), and the Labour Relations Act (66 of 1995) .

5.2. Safety, Health, Environment and Quality Requirements

5.2.1. The Service Provider complies with Transnet safety requirements to the satisfaction of the Employer.

a. The Service Provider prepares a project safety file according to the requirements of TRN-IMS-GRP-TMP-014.2. Contractor Compliance File Assessment Checklist Approval of this file is a requirement before work can commence.

b. A Site Access Certificate can only be obtained by the Service Provider once the SHEQ Department has approved the safety plan and documentation.

5.2.2. The Service complies with TPT standards and Operating Procedures.

5.2.3. The Service Provider works and co-operates with the TPT SHEQ department.

5.2.4. The Service Provider shall comply with all applicable safety laws and regulations including all instructions received from TPT Management and TPT Supervisory Employees (including the SHEQ Department);

5.2.5. The Service Provider shall comply with the terminal Safety, Health, Environment and Quality Standard Operating Procedures (SOP) as required by the TPT (SHEQ) requirements.

5.2.6. The Service Provider employees shall be required to undergo TPT's safety induction training program before commencing work on the TPT site.

5.2.7. The Service Provider must provide safety training, and hazardous chemical substance training, also before commencement of work on the TPT site. The frequency of such training or similar training will be determined by TPT.

5.2.8. The Service Provider must ensure compliance with TPT's Security and emergency policies, procedures, and regulations.

5.2.9. There shall be zero tolerance for any form of substance abuse i.e. alcohol, drugs, etc. The

Service Provider and/or its employees shall be required to submit to random drug and alcohol testing.

5.2.10. The Service Provider shall ensure that its employees present on the TPT site are furnished with (at its own cost) and wear safety clothing or personal protective equipment (E.g. reflective jackets, safety boots, hard hats, etc.), clothing as well as identity tags at an acceptable standard.

5.3. Regulatory and statutory framework, legal compliances, procedures, and reference documents

5.3.1. The Service Provider shall comply with the relevant TPT Standard Operating Procedures which are summarized in Table 5-1.

Table 5-1: Applicable procedures and or standards

Applicable Legislation and/or procedures of compliance	Description
TPT SHEQ RS STD 001	SOP: Safety Health Environment and Quality Standard
TRN-IMS-GRP-GDL-014.2	Contractor Safety, Health and Environmental Management Specification Guidelines
TPT SEC Pro 001	Standard Operating Procedure: Access Control
TPT SEC Pro 003	Standard Operating Procedure: Issuing of Security Access Permits
TRN-IMS-GRP-TMP-014.2	Contractor Compliance File Assessment Checklist

5.4. Contractor Compliance File

5.4.1. The Service Provider prepares contract safety files according to the requirements of TRN-IMS-GRP-TMP-014.2. Approval of this file is a requirement before work can commence.

5.4.2. A Site Access Certificate can only be obtained by the Service Provider once the respective SHEQ Departments have approved the safety plan and documentation.

In addition to the above, the following files must also be included:

5.4.3. Waste Management

5.4.4. PPE training plan

5.4.5. Standard Operating Procedures for air condition maintenance and repairs

5.4.6. Chemical Handling SOP and Procedures

5.4.7. Competency Certificates

5.4.8. Occupational Medical Practitioner Medicals

5.4.9. IOD Procedure

5.4.10. Working at Heights Procedure

5.4.11. Risk Assessment Training

5.4.12. MSDS of all chemicals used and supplied.

5.4.13. All equipment to be used SOP and training.

5.4.14. All equipment conformity certification

5.4.15. All equipment declarations by the security department

6. Site Information

6.1. Employer's Site entry and security control, permits, and Site Regulations

6.1.1. Access to the Works will be via existing port roads (Container Road and Duncan Road) in the Port of Cape Town.

6.1.2. The Port of Cape Town is security-regulated in terms of the ISPS Maritime Security Regulations of 2004.

a. The Service Provider's employees produce their identification cards at the main entrance gate.

b. All vehicles, persons, and goods may be subject to a search.

c. Admission to the port is subject to random breathalyzer testing. No alcohol is permitted on site and Transnet property.

6.1.3. Visitors must sign in at the main entrance gate to gain access to the Port. Should the Service Provider prefer to gain access by electronic card, such access permits may be obtained from Transnet National Ports Authority.

6.1.4. All personnel entering general and operational areas under the jurisdiction of the Employer in the Port of Cape Town must undergo safety induction, which is available hourly between 10:00 and 14:00 every day at the TPT Administration Building.

a. Induction slips are mandatory to carry on site and are renewed yearly. The slips are to be submitted as part of the safety file.

b. The Service Provider must obtain a permit for persons and vehicles entering the terminal from the TPT Permit Office for the duration of the work (including third-party delivery vehicles). Due to the Port operating at ISPS level 2 (a heightened level of security), the security permit will be issued for a maximum uninterrupted period of up to 1 month. Timeous renewal of permits will be the responsibility of the Service Provider

c. The Service Provider provides all personnel (including delivery personnel) with

d. the required PPE. The minimum safety requirement access to operational zones includes steel-toe boots, a hard-hat and a high-visibility vest. Additional equipment including but not limited to ear-, hand and face-protecting PPE may be required for the Works. All vehicles (including delivery vehicles) are required to use orange strobe lights.

e. The Service Provider complies with the safety rules as indicated during the safety induction and as indicated on signage on any TPT site entered.

f. Access to the Works will be via existing port roads (Container Road and Duncan Road) in the Port of Cape Town. Due allowance must be made for any potential delays arising from vehicular congestion due to the large number of trucks that use Container and Duncan Road.

6.1.5. The Service Provider complies with the following of the Employer: a. Procedure: Access Control (TPT Sec Pro 001); and

b. Procedure: Issuing of Security Access Permits (TPT Sec Pro 003).

6.1.6. Restrictions to access on Site, roads, walkways and barricades

a. The Service Provider, their agents, employees, and Sub-Service Providers are not allowed in operational, stacking or quayside space.

b. Breaches will be seen in a very serious light.

6.1.7. People restrictions on Site; hours of work, conduct and records:

a. The terminal operates on a 24-hour basis and work can be scheduled during and after normal working hours, subject to arrangements with the Project Manager.

b. Facilities may remain in partial use for the duration of the Works. The Service Provider accounts for this complication and introduces measures to restrict site access to prevent accidents, interference, or property damage.

6.1.8. Cooperating with and obtaining acceptance of others

a. The Service Provider performs the work and co-operates with the Employer.

b. Where the Service Provider's work may affect or interfere with the activities of the Employer or Others, it is important that interfaces concerning physical location and timing are agreed to by all parties and shown on the Service Provider's plan.

6.1.9. Service Provider's Equipment

a. The Service Provider must always provide and keep records of their equipment with serial numbers on persons. The Employee may perform random checks to verify ownership. Removal of Transnet assets or material requires a release note that is signed and stamped by the Supervisor.

6.2. Cape Town Terminals

6.2.1. The general operating and typical site conditions for the Cape Town Terminals are described in Table 6-2 below.

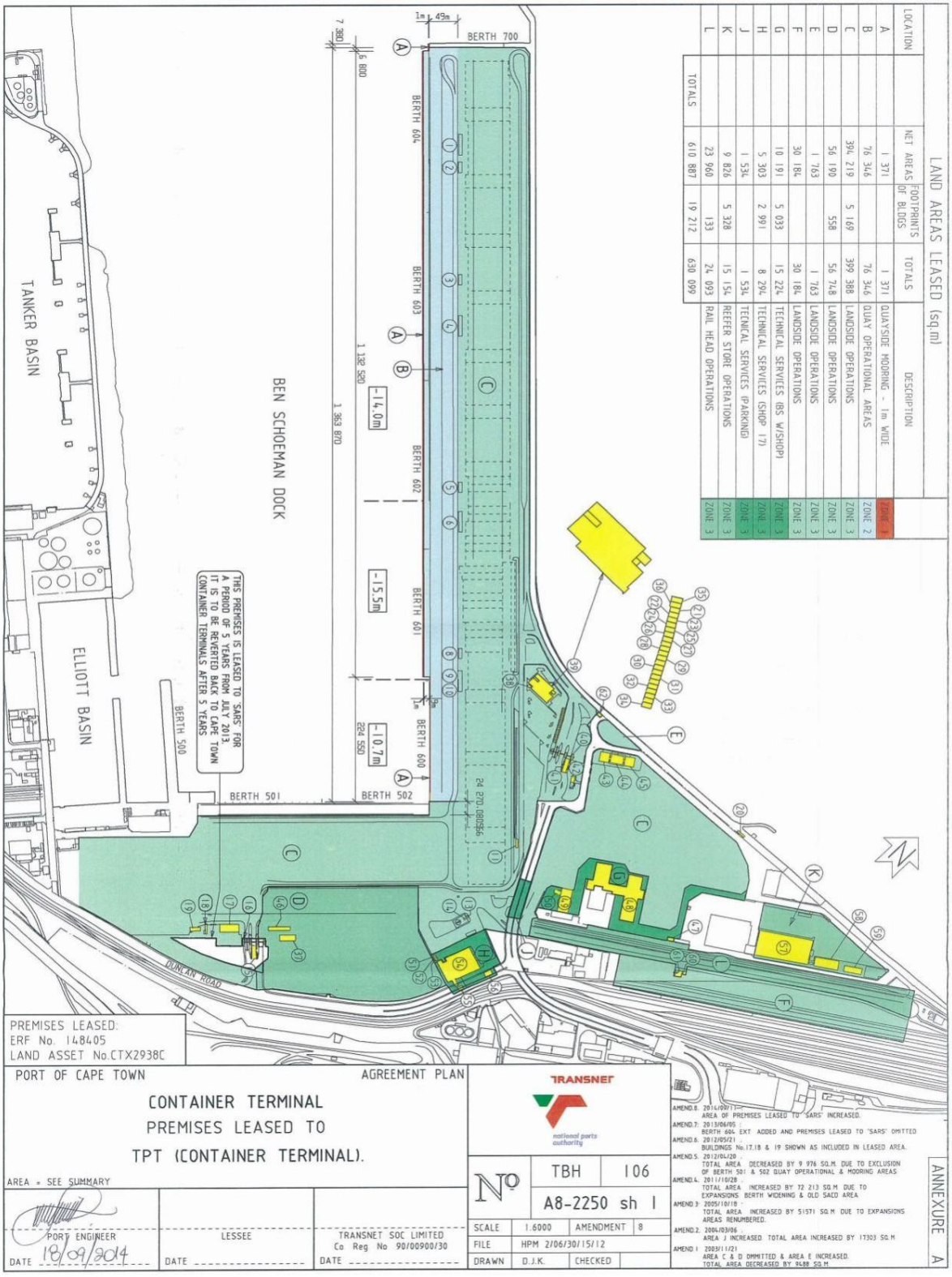
6.2.2. The facilities are in the general and operational space in the Cape Town Container and Multi-Purpose Terminals, Port of Cape Town.

Table 6-1: General Operating and Typical Site Conditions

Air pollution:	Heavy saline, dust-laden, and fumes
Altitude:	Approximately 5 masl
Ambient temperatures:	5 – 45 °C
Corrosive atmosphere:	Severe
Mandatory PPE	Hard hat, safety boots, overalls
CTMPT	Drawing no. TBH 106 A5-2250 sh1 Duncan Dock Premises Leased to Transnet Port Terminals; Use for bulk, break-bulk and container logistics
CTCT	Drawing no. TBH 106 A5-2089 sh1 Container Terminal Premises Leased to Transnet Port Terminals; Used for container logistics
Relative humidity:	Up to 100%
The speed limit inside Port	30km/hour
Weather	Weather-related deviations may apply and must be communicated with the Employer whereby risk assessments per task must be updated for risk mitigation e.g. wind, rain etc.

6.2.3. Table 6-3 shows a list of permanent buildings and structures on site with a reference number that is linked to the relevant drawing.

6.2.4. It should be noted that there are temporary buildings (a.k.a. "park homes" and "ski-cabins") located within the site boundaries that are included but not necessarily listed.



LAND AREAS LEASED (sq.m)

LOCATION	NET AREAS	FOOTPRINTS OF BLDGS	TOTALS	DESCRIPTION	
A	1 371		1 371	QUAYSIDE MOORING - 1m WIDE	ZONE 1
B	76 346		76 346	QUAY OPERATIONAL AREAS	ZONE 2
C	394 219	5 169	399 388	LANDSIDE OPERATIONS	ZONE 3
D	56 190	558	56 748	LANDSIDE OPERATIONS	ZONE 3
E	1 763		1 763	LANDSIDE OPERATIONS	ZONE 3
F	30 184		30 184	LANDSIDE OPERATIONS	ZONE 3
G	10 191	5 033	15 224	TECHNICAL SERVICES (BS W/SHOP)	ZONE 3
H	5 303	2 991	8 294	TECHNICAL SERVICES (SHOP 17)	ZONE 3
J	1 534		1 534	TECHNICAL SERVICES (PARKING)	ZONE 3
K	9 826	5 328	15 154	REEFER STORE OPERATIONS	ZONE 3
L	23 960	133	24 093	RAIL HEAD OPERATIONS	ZONE 3
TOTALS	610 887	19 212	630 099		

TRANSNET port terminals

ANNEXURE A

SUMMARY OF AREAS LEASED TO TPT.

LOCATION	TERMINAL	AREAS IN sq.m A1	A2	A3	A4	A5	A6
B	No. 1	315	6 304	71 336	385	591	78 931
C		285	4 700	5 028	5 980		15 943
D	No. 2	295	5 900	15 819	7 237		29 251
E		299	5 920	13 226	7 106		26 548
F		100	3 054				3 207
P	No. 3			562	227		789
R				1 452	398	389	2 239
	TOTALS	1 294	25 878	107 423	21 333	980	156 908

SUMMARY OF AREAS AVAILABLE FOR LEASING.

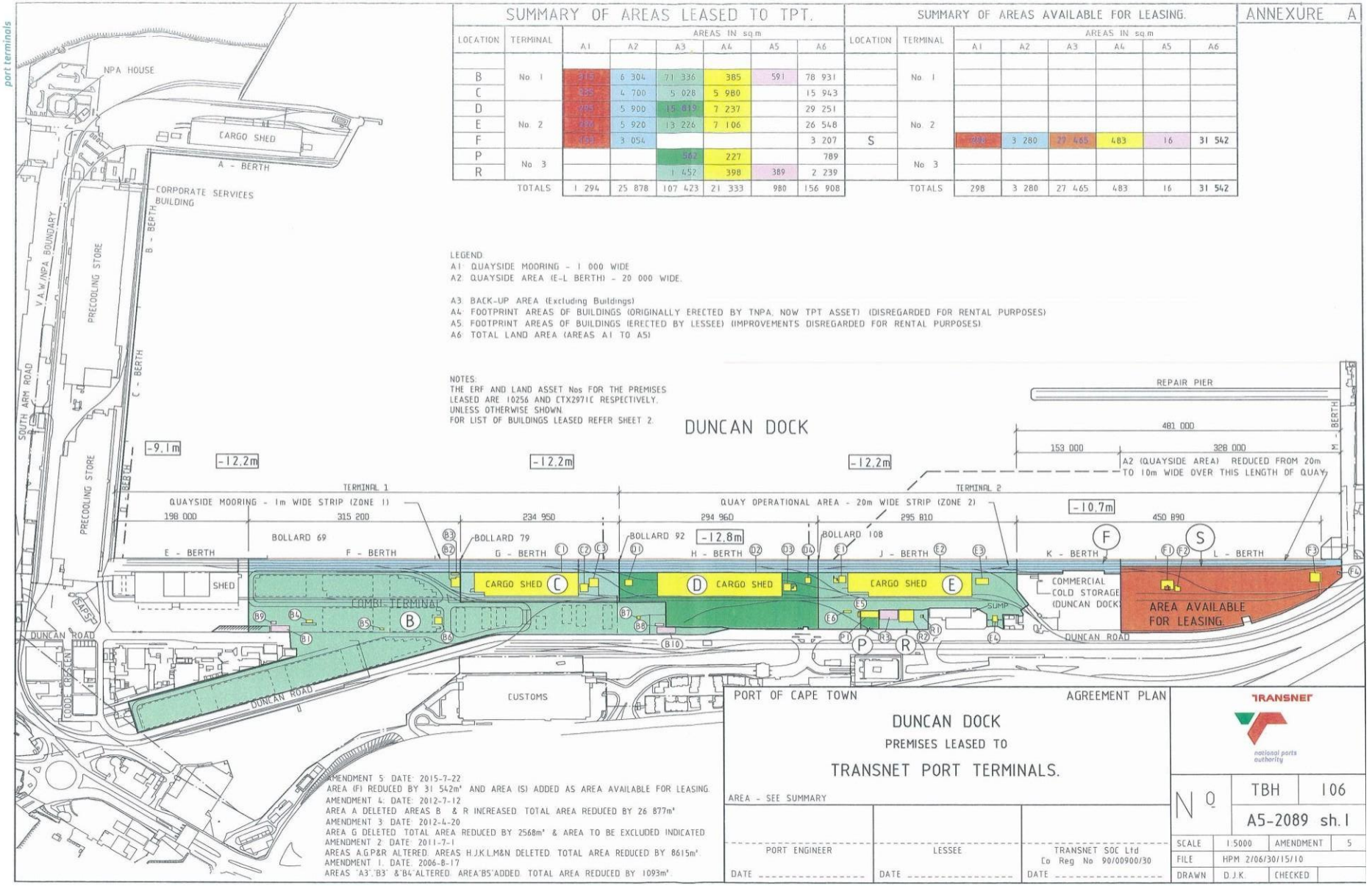
LOCATION	TERMINAL	AREAS IN sq.m A1	A2	A3	A4	A5	A6
	No. 1						
	No. 2						
S		298	3 280	27 465	483	16	31 542
	No. 3						
	TOTALS	298	3 280	27 465	483	16	31 542

LEGEND:
A1: QUAYSIDE MOORING - 1 000 WIDE
A2: QUAYSIDE AREA (E-L BERTH) - 20 000 WIDE.

A3: BACK-UP AREA (Excluding Buildings)
A4: FOOTPRINT AREAS OF BUILDINGS (ORIGINALLY ERECTED BY TNPA, NOW TPT ASSET) (DISREGARDED FOR RENTAL PURPOSES)
A5: FOOTPRINT AREAS OF BUILDINGS (ERECTED BY LESSEE) (IMPROVEMENTS DISREGARDED FOR RENTAL PURPOSES)
A6: TOTAL LAND AREA (AREAS A1 TO A5)

NOTES:
THE ERF AND LAND ASSET Nos FOR THE PREMISES LEASED ARE 10256 AND CTX2971C RESPECTIVELY, UNLESS OTHERWISE SHOWN.
FOR LIST OF BUILDINGS LEASED REFER SHEET 2.

DUNCAN DOCK



AMENDMENT 5: DATE: 2015-7-22
AREA (F) REDUCED BY 31 542m² AND AREA (S) ADDED AS AREA AVAILABLE FOR LEASING.
AMENDMENT 4: DATE: 2012-7-12
AREA A DELETED. AREAS B & R INCREASED. TOTAL AREA REDUCED BY 26 877m²
AMENDMENT 3: DATE: 2012-4-20
AREA G DELETED. TOTAL AREA REDUCED BY 2568m² & AREA TO BE EXCLUDED INDICATED
AMENDMENT 2: DATE: 2011-7-1
AREAS A,G,P&R ALTERED. AREAS H,J,K,L,M&N DELETED. TOTAL AREA REDUCED BY 8615m²
AMENDMENT 1: DATE: 2006-8-17
AREAS 'A3','B3' & 'B4' ALTERED. AREA 'B5' ADDED. TOTAL AREA REDUCED BY 1093m²

PORT OF CAPE TOWN — AGREEMENT PLAN

DUNCAN DOCK
PREMISES LEASED TO
TRANSNET PORT TERMINALS.

AREA - SEE SUMMARY

PORT ENGINEER	LESSEE	TRANSNET SOC Ltd Co Reg No 90/00900/30
DATE	DATE	DATE

TRANSNET national ports authority

N°	TBH	106	
	A5-2089 sh.1		
SCALE	1:5000	AMENDMENT	5
FILE	HPM 2/06/30/15/10		
DRAWN	D.J.K.	CHECKED	

7. Annexures:

Annexure	Title	Document Number
1	Contractor Safety, Health and Environmental Management Specification Guideline	TRN-IMS-GRP-GDL-014.2
2	Contractor Compliance File Assessment Checklist	TRN-IMS-GRP-TMP-014.2
3	SOP: Safety Health Environment and Quality Standard	TPT SHEQ RS STD 001
4	Procedure: Access Control	TPT Sec Pro 001
5	Procedure: Issuing of Security Access Permits	TPT Sec Pro 003