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Document Name: Waste Minimization
Date: 25.08.2021

Document Number: RS_DBN_SPEC_001
Revision: 002 Reference No.: RS_SHE_ESR_SPEC_001
PAGE 1 OF 28

**SCOPE OF WORK FOR APPOINTMENT OF A
CONTRACTOR TO PROVIDE SERVICES OF WASTE
MINIMIZATION, REMOVAL, SAFE DISPOSAL AT
TRANSNET ENGINEERING (EASTERN REGION) FOR
A PERIOD OF 1 YEAR.
311 SOLOMON MAHLANGU DRIVE, ROSSBURGH.
REFERENCE NO.: RS_SHE_ESR_SPEC_001
Scope Revision: 0
Date of release: AUGUST 2021**



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DOCUMENT AUTHORITY

Departments	Risk Management	August 2021	Neal Naidoo	Designation	Signature & Date	Reviewed by	Designation	Signature & Date	Approved by	Designation	Signature & Date
			Neal Naidoo	Environmental Manager	Signature & Date	Similo Mthembu	Health and Safety Manager	Signature & Date	Elizabeth Govender	Risk Manager	Signature & Date
					08-28-2021						2021-08-28

Elizabeth Govender

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1. INTRODUCTION / SCOPE OF WORK

This specification is for the:

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

Of the specified:

#	ITEM	REQUIRED
1	Scope of work for appointment of a contractor to provide services of waste minimization, removal, safe disposal at Transnet Engineering (Eastern Region) for a period of 1 year.	✓

Any omissions or sub-standard requirements of this specification must be brought to the attention of Transnet Engineering at tender stage and optional prices for addressing such omissions must be provided.

- This specification states the minimum requirements.

2. SITE INSPECTION

- 2.1 All prospective contractors shall be required to undertake a compulsory site inspection to fully acquaint themselves with all aspects involved.
- 2.2 Arrangements to visit the site and confirmation of the date and time of the site inspection shall be made with Transnet Engineering Contract Manager.
- 2.3 The site inspection certificate shall be completed and countersigned by the Contract Manager on the day of the visit and must be submitted with the tender documents.

3. INFORMATION REQUIRED

- 3.1 Offers will not be considered unless full particulars and sufficient literature are provided at the tendering stage to enable Transnet Engineering Technical Officers the opportunity to assess each offer properly.
- 3.2 Prospective Contractors will complete the relevant questionnaire in full and must indicate whether their offer complies with each item of the specification
- 3.3 Should there be insufficient space for furnishing full details; contractors shall provide the additional details in their covering letter. The additional details shall be numbered in accordance with the applicable clause specified in the specification.

3.4 As prospective contractors are considered to be experts in their field, they are obliged to identify any shortcomings, such as omissions or sub-standard requirements, to the completeness of this specification. These must be brought to the attention of Transnet Engineering at tender stage with alternatives to address these shortcomings, however, each offer shall be quoted for separately.

4. TECHNICAL REQUIREMENTS

The successful service provider shall ensure that applicable legislative requirements pertaining to minimization, removal and disposal of waste are complied with. This shall include compliance to the provisions of, but not limited to the following:

- EThekweni Municipality Refuse Removal By-Laws (Provincial Gazette No. 6133, 17 October 2002).
- All Relevant Municipal By-laws.
- The Compensation of Occupational Injuries and Diseases Act (No. 130 of 1993);
- The Occupational Health and Safety Act (No. 85 of 1993);
- The prospective service provider shall be required to submit a SHE Contractor Compliance file at their own cost (index to be provided to the successful service provider);
- The service provider shall arrange for Transnet Safety, Health and Environment Induction for all employees dedicated to Transnet Engineering sites, including new personnel servicing TFS Depots at own cost.

- The National Environmental Management Act, Act 107 of 1998;
- The National Environmental Management: Waste Act, Act 59 of 2004;
- Waste Information Regulations and Standards;
- The Environment Conservation Act, Act 73 of 1989;
- The Hazardous Substances Act, Act 15 of 1973;
- The National Traffic Act, Act 93 of 1996;
- The Employment Equity Act, Act 55 of 1998;
- The Labour Relations Act, Act 66 of 1995;
- The Basic Conditions of Employment Act, Act 75 of 1997;
- National Health Act (Act 63 of 1977); and
- National Water Act (Act 36 of 1998).

The successful service provider shall comply with any relevant legislation that might be promulgated during the course of the contract period, and shall do so at his/her own cost. The service provider shall immediately inform and advise TE of changing waste legislation, regulation and analyse impact on TE operations and financial position.

4.1 Except where otherwise provided for in the specification, all materials offered will comply with the requirements of the relevant standard specifications of the SABS or SANS, if published.

5. SPECIFIC REQUIREMENTS

Any person with the intention of procuring the material shall ensure that the information below is complied with.

5.1 Environment

- Outdoors and indoors

5.2 Scope of work

Item no.	REQUIREMENTS	Complying Yes (if complying) No (if not complying)
5.2.1	Read this scope of work with document number, Annexure 1 (Transnet contractor safety, health and environmental management specification guidelines TRN-IMS-GRP-GDL-014.2).	
5.2.2	The service provider is required to submit a SHE Contractor Compliance file at their own cost (Index to be provided to the successful service provider); - This file shall be submitted after the Purchase Order has been issued, not at tender stage.	
5.2.3	The Service provider shall provide services of waste minimization, recycling, removal and safe disposal of waste streams for 1 year.	
5.2.4	The services required will include the provision of appropriate waste receptacles for handling, removal, recycling and disposal of all types of waste (general and hazardous (lidded skips) including the Covid waste related Masks and gloves.	
5.2.5	The waste receptacles should meet all applicable national standards and further be able to temporarily store both hazardous and general waste without causing any nuisance or pollution.	
5.2.6	The service provider shall aid with cleaning of hazardous and general waste.	
5.2.7	The Hazmat service shall be provided and not be limited to cleaning of spills, chemical /bosch tank, sewage, separator pits, effluent sludge , wash bay de-sludging and workshop pits.	
5.2.8	The scope of work includes an Integrated Waste Management System to ensure Improved waste separation, best practices, reusing, recovering, treating and recycling of waste.	
5.2.9	The contractor shall ensure improved waste separation, best practices, reusing, recovering, treating and recycling of waste.	
5.2.10	The contractor to ensure that Transnet Engineering realizes the increase in revenue on recyclable wastes, tighter control on waste movements and accurate recording of wastes volumes by category or type.	
5.2.11	Bidders shall prove that they are able to increase the volumes of recyclable material and reduce the volumes to landfill. The detailed proposal on volume increase of recyclable material and reduction of the volumes to landfill shall form part of bid documents.	
5.2.12	The service provider shall also provide solutions for waste minimization and conduct Waste Management and Spill Awareness Sessions annually to all TE employees.	
5.2.13	The Service shall include the	

5.3 Geographical areas of service

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

Table 1: Geographical areas (TE Depots and sub depots)

Business	Number of employees	Location	Address
Main Centre			
Coaches	132	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
Locomotive CNR	207	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
Wagons Refurbishment	235	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
Wheels	145	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
Ports Equipment	56	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
School of Engineering (SOE)	530	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
Support Services (Admin A+ B)	121	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
Rolling Stock Equipment (RSE)	286	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
PEMM	143	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
Locomotive- BT-1064 Bay 40 and bay 41	60	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
RSE – Bay 1 and Bay 2	54	Bluff	311 Solomon Mahlangu Dr
Support services (HR, Canteen)	114	Bluff	311 Solomon Mahlangu Dr (Edwin Swales)
Product Development	14	Bluff	311 Solomon Mahlangu Dr
Total	2000		

Maintenance Depots			
Depot/ sub-depot	Number of employees	Location	Physical address
Wentworth Diesel	105	Wentworth	Transnet Engineering, Off Solomon Mahlangu (corner of Bluff Road and Solomon Mahlangu) Durban 4001
Masons Mill (sub-depot)	20	Pietermaritzburg	Transnet Engineering, Edendale Road, Masons Mill, Pietermaritzburg,
Rotating machines	169	Umbilo	150 Eel Road, Umbilo, Durban
RM Coil Shop	50	Umbilo	102 Eel Road, Umbilo, Durban
Wagons South Dunes	129	Richards Bay	Off Duine Road, Sub 3 of 1, Lot 222, No. 14477
Wagons Bayhead	81	Umbilo	3 Crane Rd, Durban
Wagons Kingest	32	Fynland	Gary Frost Drive, Durban
Port Auxiliary	44	Bluff	Off Edwin Swales, Grindrod
Electrical Locomotive Depot	119	Umbilo	152 Eel Road, Umbilo, Durban, 4001
Newcastle Locomotive	9	Newcastle	End of Albert Vessels Street, Newcastle
Danskraal Locomotives	28	Ladysmith	End of Diamonia Street, Ladysmith
Danskraal Wagons	4	Ladysmith	End of Diamonia Street, Ladysmith
Insezi Diesel Locomotives	169	Nsezi	Old Main Road, Nsezi Locomotives Depot, R102 Richards Bay,
Locomotive 2279	5	Richards Bay	Off Duine Road
Vryheid Locomotives	25	Vryheid	Off Hlobane Rd, Vryheid East
Vryheid wagons	85	Vryheid	Off Hlobane Rd, Vryheid East
Insezi Wagons	73	Nsezi	Old Main Road, Nsezi Locomotives Depot R102, Richards Bay,
Wagons South Dunes	129	Richards Bay	Off Duine Road, Sub 3 of 1, Lot 222, No. 14477
Wheels South Dunes	22	Richards Bay	Off Duine Road, Sub 3 of 1, Lot 222, No. 14477
SOE - Electrical Training Centre	140	Umbilo	SO Fish Eagle Road, Durban

5.4 Waste Minimization and Cost Saving

Transnet Engineering aims to divert waste from the landfill site in support of "Zero to waste strategy by 2022", to be environmentally responsible and reduce costs of transport to the landfill sites. Waste minimization services shall include all three R's (i.e. Reduce, Re-use and Recycle) of waste minimization per waste hierarchy. The prospective Service Provider shall provide advice and solutions to minimization of waste generated from TE activities within various businesses. All minimization solutions shall be implemented at source in order to eliminate unnecessary disposal of the entire waste stream.

Where TE finds opportunities for recycling and where the service provider has failed to do so, the service provider shall be informed to conform to the agreement made by TE with the recycler or anyone thereof. The service provider shall not deem this act as taking away business, it shall however be seen as an opportunity to divert and minimize waste to landfill.

TE reserves the right to arrange itself another contractor to carry out service, if the service request has not been adhered to, where the lack of execution of such service has negative impact on TE's operation and where there are non-conformances in legal and other requirements subscribes. All cost involved for execution of such service shall be borne by the service provider appointed in terms of this agreement.

The service requirements may increase or decrease according to Transnet Engineering's operational requirements.

TE reserves the right to request bidders to conduct presentation on their business profile for better understanding of the service offering.

The service provider shall provide advice and solution to minimize waste generated within TE premises.

The service provider shall conduct an assessment of the waste streams and volumes to advise Transnet Engineering on the possibility of compacting waste on site thus reducing waste to landfill. The Service Provider should be able to quantify on a monthly basis the cost saving realized from transportation and disposal of recycled waste diverted from landfill and include the information in the monthly report.

The Service Provider shall:

- Provide 1000 office paper recycling boxes that will remain with TE for the duration of the contract.
- Provide on-site waste handlers responsible for sorting waste and maintaining Waste Sorting Collection Areas (WCA). Waste handlers stationed in the outside depots are to also assist with removal of general waste bins from workshops to the waste area.

Waste handlers will be required to sort waste in the following locations:

- Main Centre: 4x WCA (existing)
- Wentworth Diesel: 1x WCA (existing)
- RM: 1x WCA (area to be identified)
- ELD: 1x WCA (area to be identified)
- Wagons South Dunes: 1 x WCA (area to be identified)
- Wagons Kingsrest: 1 x WCA (area to be identified)

5.5 Waste Restricted from landfill/disposal

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

Table 2: Waste Disposal Restrictions

Description	Compliance Timeframe	Examples of Waste Generated in Durban region
Waste with a pH value of <6 or >12.	Immediate	Acid waste
Flammable waste with a closed cup flashpoint lower than 61° Celsius.	Immediate	Waste petrol, paraffin, diesel, ethanol waste etc.
Re-usable, recoverable or recyclable used lubricating mineral oils, as well as oil filters, but excluding other oil containing wastes.	Four (4) years	Oil, oil filters
Re-usable, recoverable or recyclable used or spent solvents.	Five (5) years	Paints, paint thinners, cleaning chemicals
PCB containing wastes (>50 mg/kg or 50 ppm).	Five (5) years	PCB waste oils from Transformers and old locomotives
Hazardous waste with a calorific value of: i) > 20MJ/kg.	i) Six (6) years	i) Ethanol, diesel, paint, petrol, PVC-plastic.
Disposal of garden waste: (i) 25% diversion from the baseline at a particular landfill of separated garden waste. (ii) 50% diversion from the baseline at a particular landfill of separated garden waste	i) Ten (10) years ii) Five (5) years	Tree branches, tree leaves, grass etc.

5.6 Waste Receptacles and Equipment

- The prospective Service Provider shall provide receptacles for the handling and disposal of waste such as but not limited to:
 - Drums;
 - Wheeled bins;
 - Skips;
 - Intermediate Bulk Containers (IBCs); and
 - Office paper box for recycling.

Signature of Bidders/:

Date:

Signature of Bidders/:

Date:

- The receptacles must be provided at dedicated storage areas inside the premises by the removal company;
- All receptacles are to be clearly marked or numbered, General waste and Hazardous waste skips/bins must be labelled as such
- Receptacles are to be leak proof, rust proof and always in good condition;
- Receptacles provided for the storage of hazardous waste must contain a lid or an appropriate cover;

Waste Type	Bin Colour	Compliance Yes (if complying) No (if not complying)
Hazardous waste	Red bin	
All general waste	Black bins	
Office paper	Yellow bin	
Cans and Tins	Blue bin	
Plastic Material	Green bin	

- recycling receptacles shall be colour coded and clearly labelled in line with Transnet Engineering approved colour coding as follows:
- Receptacles for all waste shall meet all applicable South African National Standards. All recycling receptacles shall be colour coded and clearly labelled in line with Transnet Engineering approved colour coding as follows:
- Table 4: Colour Coded bins used for recycling per waste type**

- Receptacles for all waste shall meet all applicable South African National Standards. All recycling receptacles shall be colour coded and clearly labelled in line with Transnet Engineering approved colours in table 4 below:

No.	Description	Quantity	Compliance Yes (if complying) No (if not complying)
1	7m ³ metal waste skips on rental	69	
2	7m ³ metal waste skips lidded on rental	53	
3	1 m ³ metal waste skips on rental	14	
4	3 m ³ metal waste skips	10	
5	3 m ³ roll-on-roll-off bins on rental	9	
6	Supersucker	5 X PM	
7	Vacuum tanker	20 X PM	

Table 3: Total Number of Waste receptacles required

See quantities of equipment/receptacles on table 3 below:

- Spill Kits (Oil and Chemical)

- Receptacles and vehicles/ machinery transporting waste must be in good condition and comply with relevant legislation and SANS codes of practice;
- Skip net *cover* shall be readily available to *cover* a skip that is full to prevent waste being blown by wind and also to be used during transportation of waste;
- The successful Service Provider shall be required to conduct periodic surveys (at least *every* quarter) to determine the amount of receptacles available within all work areas and identify if there is a need to add or reduce the receptacles to ensure business needs are met at all times;
- The successful service provider may be requested during the contract period to change the waste handling equipment to suit TE waste management systems such as
 - o Waste container size
 - o Provision and removal of ad hoc receptacles
- Ad hoc bins must be supplied as and when requested.
- Receptacles used on a full-time basis and those used on an 'ad hoc' basis must be kept separate
- The prospective Service Provider must state which plant or equipment they propose using and the manner in which the service will operate. Full details of how the Service Provider's business operations are to be submitted with tenders.

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

5.7 Waste Handling and Storage

The successful service provider shall be responsible for the provision of the following services:

- On site waste separation in the main Centre only in the allocated sorting area (**Please see Annexure A for Waste Sorting Method of Work**);
- Temporary storage of waste within the centre shall take place at the waste sorting area
- Adhoc waste services requested for accumulated waste in the Durban Region as a result of *events* or operational factors/needs;

5.8 Disposal and transportation of waste

- Collection, removal and transportation of waste from the Durban Region respective sites to a registered landfill site or recycling or recovery plants;
- Receptacles and vehicles/machinery transporting waste must be in good condition and comply with relevant legislation and SANS codes of practice.
- Transportation of recyclables from the depots just outside the main centre (within 10km radius) where the sorting will take place. These include Durban diesel depot, wagons maintenance.

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

- Loaded "Industrial waste" bins shall be adequately covered in transit over public roads to TE's satisfaction and in line with relevant legislative requirements.
- The successful Service Provider shall take all necessary measures to prevent spillage or seepage from receptacles/vehicles during transporting to the appropriate landfill site (waste disposal site).
- It is the responsibility of the Service Provider to ensure that all waste is disposed of at a registered landfill site, which is specifically designated for such purposes. This site of disposal shall be subjected to random audits by TE.

Signature of Bidders/:

Date:

- A 'safe note' and weekly service record form is to be completed for each disposal. The form must contain the following information:

- o Date;
- o Location of receptacle;
- o Successful Service Provider's receptacle number; and
- o Receptacle type and capacity.

- Submitting signed waste manifest documents and certificates of safe disposal from the Waste Disposal Site that received such waste with each invoice to the Compliance and Regulatory Affairs (CRA) Department;
- All data associated with the submission of waste manifest and safety disposal certificates for each stream that is removed from site must be forwarded to CRA Department.

5.9 Frequency of Removal:

- General waste will be collected as and when required depending on production requirements.
- The collection of waste in the main centre will be done within 4 hours after the service provider has been notified of a need to collect and within 24 hours in all the outside depots.
- For Hazardous Waste, the Successful Service Provider will be contacted to collect and dispose in an ad-hoc basis when the waste has accumulated. It is therefore important for the prospective Service Provider to ensure they have enough capacity and that they are readily available as and when called.

5.10 Certificates and Licenses

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

- 5.10.1 Licenses of all landfill sites/recycling companies used for disposal of all waste;
- 5.10.2 Licenses of Material Recycling Facilities used for recycling of recyclables;
- 5.10.3 Waste manifest documents in line with Waste Information Regulations;
- 5.10.4 Acceptance of waste/ material received by recycling facilities/ treatment facilities;
- 5.10.5 Information required to complete waste accounting in line with TFE Waste Information System;

5.11 Waste Management Awareness

Despite all efforts in the past years, there is still clear evidence of a general lack of awareness and understanding of the requirements for waste management in the Durban Region. The service provider shall be requested to create awareness to employees in order to educate and optimize waste minimization. The awareness is expected to improve the current situation and eliminate:

Signature of Bidders:

Date:

- 5.11.1 Mixing of general and hazardous waste;
- 5.11.2 Mixing of recyclables and general waste;
- 5.11.3 Disposal of recyclables/reusable materials;
- 5.11.4 Burning of waste materials on site; and
- 5.11.5 Poor understanding related to the importance of adequate waste storage areas and equipment.

6. TECHNICAL CAPACITY, EXPERIENCE AND COST PROPOSAL

The Service Provider shall propose all probable cost in relation to the defined scope of work. The technical proposal shall clearly define the methodology/approach to this project with clear time frames.

- Prices must be fixed for one (1) year. Price increase shall be negotiated once a year.
- Prices may not be higher than the inflation rate or legislated rates. The following rates must be fixed for two years:
 - o Renting of bins
 - o Supply of any other equipment subject to renting

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

- Rental Cost
- Transport Cost
- Landfill Cost
- Management Fee Cost
- Waste Separation Cost
- General Waste Handling Cost
- Hazardous waste handling Cost

7. REPORTING

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

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

- the types and volumes/tonnages of minimized/recyclable waste,
- the types and volumes/tonnages of disposed waste,
- the number of receptacles collected on site per waste stream,

Signature of Bidders: _____

Date: _____

- the names of businesses and areas or points where general or hazardous waste was collected,
 - the names of businesses and area and points where recyclables were collected,
 - the rebates rates per quantities of every recyclables collected,
 - the cost of waste to identify monthly/year to date trends and areas of improvement.
- The reports shall be issued electronically (i.e. CRA Department or relevant Local Business Manager). Waste and recyclable volumes and types must be captured electronically in line with TE requirements to allow the establishment of waste trends and the monitoring of objectives and targets. A monthly report shall be sent on a TE template that will be provided before the 7th day of every month and if there are any delays with the report TE shall be notified.

Meeting with the Durban CRA Dept. on a monthly basis or as and when required to ensure the services are carried out effectively in accordance with the scope and to resolve any matters of concern that might arise;

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

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

8. SERVICE PROVIDER REPRESENTATIVES

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

The successful Service Provider shall elect a person to assume supervision duties over the service at all times, such a person shall be competent and responsible, and have adequate experience in carrying out work of a similar nature and shall exercise personnel supervision on behalf of the Successful Service Provider.

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

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

9. HEALTH AND HYGIENE OF WASTE HANDLERS

The following is applicable to the successful Service Providers operating on-site:

- Waste handlers should be informed and trained on the risks and hazards of exposure to such waste (regulations for Hazardous Biological Agents, R4: Information and Training).

Signature of Bidders: _____

Date: _____

b. Waste handlers should wear adequate and appropriate PPE, which must include, but are not limited to, impermeable gloves, identifiable overalls, steel toe cap shoes, etc. Waste handlers should be trained in the proper usage and storage of PPE (regulations for Hazardous Biological Agents, R4: Information and Training).

c. All waste handlers should be subjected to pre-employment medical tests prior commencement of the contract. Proof of such medical tests should be produced upon request.

d. Waste handlers should adhere to any instructions given regarding environmental and health practices by a person delegated by or designated TF employee. Adequate infection control techniques shall be practiced at all times.

e. All incidents involving potential infection should be reported to TF as soon as possible. Any information that could assist in the investigation of an incident should be made available upon request to TF.

10. WASTE CLASSIFICATION

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

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

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

10.1 Waste Classification Scope of Work

The scope of work shall include the following:

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

11. INFORMATION ON-SITE

Tenderers shall be encouraged, at their own costs to visit the sites of the proposed waste removal service and acquaint themselves with the nature of the work, the conditions under which the work is to be done, the means of access to the site, the waste to be removed, any limitations or restrictions that may be imposed by TF, local or other relevant authorities.

Signature of Bidders/:

Date:

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

12. REQUIREMENTS:

12.1 Environmental Pre - Qualifying Criteria

The prospective service provider shall:

- Copy of Licenses of General Waste Landfill site to be used
- Copy of Licenses of Hazardous Waste Landfill site to be used
- Copy of Licenses of Hazardous and General Waste Recycling facilities
- Copy of the written agreement between landfill site owner and waste contractor to use the landfill sites for general and/or hazardous waste.
- Copy of the written agreement between recycling facility and waste contractor to use the facility for general and/or hazardous waste.
- Waste contractor registration certificate in terms of Municipal By-laws (Scheduled Trades and Occupation Bylaws);
- A proof of training on handling of hazardous chemical substances for all personnel to be involved in the contract
- Certificate of roadworthiness for the vehicles to be used in this project not older than six (6) months from the date of tender invitation issued by the Provincial Department of Transport.

12.1 General Requirements

The successful service provider shall:

- Conform to applicable SANS standards, best practices management systems like ISO 9001, ISO 14001 and ISO 45001.
- Adhere to all security measures as enforced by Transnet Engineering.
- Make provision for PPE and training for own employees and staff;
- The service provider shall be subjected to Monthly SHE inspections and Audits in line with TE's Safety, Health and Environment (SHE) Specifications;

12.2 Evaluation Criteria Requirements

The prospective service provider shall:

- Submit a company profile including proof of previous experience in this type of service or work, preferably 5 years' experience in similar field of practice;
- Demonstrate capacity and capability in relation to management of hazardous and general waste
- Have the necessary resources to provide an effective service in the Durban Region including Richards Bay, Newcastle, Ladysmith, Vryheid, Pietermaritzburg.. The service may be decreased/ increased according to the needs of TE.

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13. ADDITIONAL REQUIREMENTS:

- The suitable Service Provider shall not cede, assign, transfer or sublet the agreement or any part thereof and not enter into any sub contract of whatever nature for the execution hereof without the prior written consent of the other.
- No amendment or variation of, or addition to this agreement shall be of any force or effect unless reduced to writing and signed by both parties.
- No extension of time waiver, indulgence, release from liability, compromise or other arrangement granted or allowed by either party shall constitute a waiver or novation of, or in any other way prejudice such party rights in terms hereof.

14. Annexure A

METHOD OF WORK WASTE SORTING AREA

The scope of work is primarily to manage the waste system at TRANSNET in the most cost effective and environmentally acceptable manner as per our ISO 14001:2015 Environmental Management System.

Working Hours

Mondays to Fridays 07h00 - 15h00

Numbers of sorters will be determined by the Service Providers Duties

of Sorters will include

- Categorize and separate all recyclable and non-recyclable waste at the waste yard
- Monitor all the non-recyclable and recyclable bins.
- Sorting and separation.
- Ensuring cleanliness of central waste area.
- Identifying all recyclable grades.
- Manage any recyclable items that need to leave the site.
- Safety.
- Collection of wheelie bins at various businesses.
- The above stipulates the on-site staff allocated to the site 5 days per week.

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Equipment

The following vehicles and equipment will be introduced to the site to ensure an effective recycling operation:

- Sorting Table
- Steel Racks
- Scale
- Bailing Machine
- Bulk Bags and Consumables
- 1 x LDV vehicle for wheelie bin collection with Mechanical arm for easy grab, (Swift Lift Crain 500kg)

Waste collection vehicles should be roadworthy and serviceable condition. Daily tasks should be carried out and proof of tasks to be kept. Licensed drivers of waste collection vehicles should adhere to all rules and regulations as stipulated under the National Road Traffic Act (No. 93 of 1996) as well as the relevant SANS codes of practise.

15. PRINCIPLES TO BE APPLIED WHEN MANAGING ON-SITE AREA:

- "Precautionary Principle" waste is assumed to be highly hazardous and toxic until proven otherwise.
- "Polluter Pays Principle" the person or organization causing pollution is liable for any costs involved in cleaning it up or rehabilitating its effect.
- "Duty of Care" meaning that the generator of the waste is responsible for the fate of the generated waste in all circumstances - how it is handled, stored, transported and disposed.
- "Cradle to Cradle" meaning that wastes management begins at generation and ends at recycling, destruction or safe disposal of waste.
- "Life cycle" approach, which implies that integrated waste management, will be practiced through all stages of an activity including design, construction, operation, decommissioning and closure.

16. RECYCLABLE WASTE AND REBATES

It is suggested that a colour coding wheelie bin is implemented to ensure separation at source. The waste which can be recycled will be placed into hessian type bags in their various grades and stored in the racks at the Central Waste Area until full. Once the bags or skips are full, the recyclable waste will be transported to a recycler of waste and will be sold. The returns will be refunded to Transnet by means of an additional rebate account. Collection of Wheelie bins will be done daily to ensure bins are kept clean and tidy, where skips bins are present Transnet suggests making use of a skip truck with 6m3 open skip bins to collect the waste and dispose of its contents at the waste area for separation, waste which cannot be separated will be put back into the skip for disposal at the Durban landfill, safe disposal manifest must be issued after disposal of general waste.

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Service Providers are to supply Rebate-rates on all recyclable material.

Table 1: Durban Regional Waste Inventory

Waste inventory		
General Waste	Sewerage Sludge	Mixed hydrocarbons (fuel, petrol)
Contaminated PPE	Oily rags and Filters	Contaminated Plastic
Fluorescent Tubes	Brake blocks	Rubber blocks
Used Absorbents	Paint tins	Mixed Floor Waste
Aerosols empty cans	Cutting Fluid	Oil Sludge
Plasma cuttings	Fiber glass	Metal dust
Mixed Paint residues	Empty paint cans	White spirits
Mixed solvents (Thinners)	Paint sludge and thinners	Oil Contaminated soil
Lubricating Oil	Hydraulic Oil	Building rubble
Oil Contaminated sand	E-waste (cartridges)	Effluent sludge
Oil contaminated oil	Mixed Sludge	Mixed plastics
Office Paper	Shot blast grit	Steel Shaving
Cardboards	Paint sludge	Metal shavings
Shrink wrap	Paint and thinners containers	Coal sweepings with sulphur
Covid Related Waste (Masks and Gloves)	Thor acta-force MP4 green	Vatsure alkaline detergent

17. OTHER INFORMATION RELATED TO THE SCOPE

1.1 This specification states the minimum requirements relating to the work and in no way absolves the contractor from responsibility for sound engineering practice. Any omissions or sub-standard requirements of this specification must be brought to the attention of Transnet Engineering at tender stage and optional prices for addressing such omissions must be provided.

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

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

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

17.5 Tenders must allow for monthly progress and clarification meetings on site initially and after commissioning for defect meetings when required. A meeting will be held after issuing of the tender to establish the exact scope and magnitude of the contract. No tender will be considered unless it has this certificate signed by the Risk Manager or his representative.

18. HEALTH AND SAFETY REQUIREMENTS

18.1 All work whether detailed in this scope of work or not shall comply with the requirements of the

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Occupational Health and Safety Act 85 of 1993 as amended and all other applicable legislation including specific set of regulations and local authority bylaws where applicable.

18.2 All the necessary safety equipment such as guards over rotating equipment shall be supplied and the equipment shall comply fully with all the requirements of the South African Occupational Health and Safety Act, Act 85 of 1993 and all other applicable legislation including specific set of regulations and local authority bylaws where applicable. At all times during the manufacture, assembly and testing of the equipment the contractor will be responsible for the safety of all persons on site and the equipment.

18.3 SHE Specification

Prior to commencement of contract, the contractor shall be issued with a SHE specification in order to compile a SHE file in line with TF requirements.

Prior to establishing on site, it is an explicit requirement of this contract that all of the Contractor's personnel directly involved with this contract, including those of sub-contractors, attend a **Safety induction course**. Transnet will provide the course free of charge and attendance is compulsory for all personnel under the control of the Contractor who, during the duration of the contract, will be present on site whether on a full time or adhoc basis.

The contractor must allow for all additional charges because of these requirements as no claims for extras will be accepted in connection with the foregoing.

18.4 As part of the legislative and TF SHE requirements.

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

18.5 Requirements for COVID-19 prevention

7.5.1 COVID-19 Safety Plan, Daily Screening questionnaire.

7.5.2 Return to work induction register- Induction Presentation/TF will also conduct the COVID-19 induction.

7.5.3 COVID-19 Employee questionnaire checklist.

7.5.4 Fitness Certificates.

7.5.5 Risk Assessments register.

7.5.6 COVID-19 PPE issue register/sanitizer.

19. SPECIALIST SUB-CONTRACTORS

19.1 Only specialist sub-contractors who have previously successfully completed work of the type and extent specified in this document should be engaged.

The tenderer shall provide the technical officer with sufficient proof of having suitable experience regarding the design and manufacturing of similar equipment. To this end, complete and detailed reference list shall be submitted with the tender. Reference list shall include addresses as well as contact person who may be visited for inspection of the equipment during the adjudication period.

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19.2 The tender shall submit a complete list of proposed sub-contractors and suppliers of major components with his tender.

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

19.4 Transnet Engineering will not consider any Tenderer's offer that, in the sole opinion of Transnet Engineering, does not have adequate experience in the design and manufacture of such equipment.

19.5 Contractors shall do the installation simultaneously with other contractors on-site busy with other work and shall plan work that it integrates with other work performed.

20. WORKMANSHIP

20.1 The work equipment shall be complete in all respects.

20.2 The work equipment, shall be complete in every respect, no lose attachments and joints are allowed.

20.3 All existing property of Transnet Engineering shall be adequately protected against damage.

20.4 The work shall be done as per the requirements of Transnet Engineering.

21. GENERAL REQUIREMENTS

Operation will be in the following conditions:

Altitude	Sea level
Ambient temperature	0°C to 45°C
Relative humidity	50% to 100%
Atmosphere	Heavy saline

21.1 Tenderers shall indicate clause-by-clause either that they comply in every respect with the specific requirements, or if not, exactly how it differs.

22. DEFINITIONS AND ABBREVIATIONS

CLIENT Transnet Engineering Durban
TECHNICAL Project Manager, Transnet Engineering Durban
OFFICER

CONTRACTOR Contractor appointed under this specification document

SABS South African Bureau of Standards

SANS South African National Standards

Annexure I Transnet contractor safety, health and environmental management specification guidelines TRN-IMS-GRP-

GDL-014.2).

23. GENERAL

23.1 The successful tenderer will be subjected to a workshop inspection by Transnet Engineering, to ensure that the facilities are to the satisfaction of the Transnet Engineering in terms of the quality control and equipment capabilities for manufacturing such type of equipment.

Signature of Bidder/s: _____

Date: _____

Date:

[illegible]

essential.

All prices **exclude Vat** and additional items listed (with prices) shall be clearly labelled as optional or

26. SCHEDULE OF PRICES:

TRANSNET LIMITED

25.1 Due to the criticality of this project, penalties will be levied for late deliveries.

25. PENALTY CLAUSES

24.3 The contractor will be responsible for any damages caused by his staff to the building and civil works on site.

contract.

24.2 The contractor shall be required to attend site meetings when convened by the Project Leader controlling the

work on site, until the expiry of the contract.

24.1 The contractor shall be solely responsible for safety of his staff and for providing security to safeguard his

24. SITE ESTABLISHMENT

perform the duties required.

23.2 The tenders shall guarantee that the rating and size etc. of the equipment to be used, will be adequate to

Signature of Bidders: _____

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

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

Technical evaluation criteria

27. TENDER EVALUATION CRITERIA

Tenderer: _____
 Date: _____

Witness 1: _____
 Date: _____

Witness 2: _____
 Date: _____

Total (Excl. VAT) to tender form			R

	letter heads and endorsed through signatures of the company provided services to, confirming completion of similar scope. (PS. Award letters or completion certificates will not be accepted as reference letters)	
	2 relevant and signed reference letters meeting the criteria submitted = 10%	
	1 relevant and signed reference letter meeting the criteria provided = 5%	
	Reference letters not submitted/ reference letters submitted not relevant to the scope/do not meet the criteria=0%	

16.2 Technical Capability

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

Waste minimization and recycling approach and methodology in line with the Waste hierarchy clearly defined (Incorporate the recovery, sorting and recycling of waste in line with TE waste streams).	Environmental Management System and/or quality management system in place (ISO 14001 and ISO 9001)	SAWIC/SAWIS registration	5%	10%	Certificates of Management System Submitted=10%	Certificates of Management System Not submitted=0%	Registration certificate Submitted=5%	Registration certificate Not submitted=0%	10%	Permit submitted=10%
Waste minimization and recycling approach and methodology is clear and detailed =10%					Waste minimisation and recycling approach and methodology is not clear and detailed =5%	Waste minimisation and recycling approach and methodology not submitted or not in line with the waste management hierarchy =0%				

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transport dangerous goods)		Permit not submitted=0%
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<p>16.3 Capacity</p> <p>The company demonstrates the capacity to handle the scope of work in terms of human resources and equipment. Company trained in similar scope and the required machinery and equipment to execute the scope of work.</p>		
10%	<p>Organogram including all required personnel submitted =10%</p> <p>Organogram not submitted= 0%</p>	<p>A detailed organogram of personnel to be dedicated to this project i.e. Operations Manager, Site Supervisor, Waste Sorters, Drivers etc</p>
	<p>50% and more of personnel trained, proof submitted=10%</p> <p>49% and less of personnel trained, proof submitted=5%</p> <p>Personnel not trained, proof not submitted=0%</p>	<p>Proof of training of personnel dedicated to the project on environmental management, waste management (training certificates and/or attendance registers)</p>
10%		<p>The company demonstrates the capacity to handle scope of work in terms of required equipment (e.g. trucks, waste receptacles, etc.) - confirm ownership of assets to be used for this scope. See attached affidavit (complete and signed affidavit.</p>
10%		<p>Contractor confirms ownership or rental of 100% of equipment's listed in the affidavit =10%</p> <p>Contractor confirms ownership of 80% of equipment's listed in the affidavit=7%</p> <p>Contractor Confirms ownership of 50% of equipment's listed in the affidavit=5%</p> <p>"Contractor Confirms ownership of less than 40% of equipment's listed in the affidavit=0%</p> <p>NB: Fill and sign the affidavit attached. Uncompleted or unsigned affidavit will not be</p>

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		Registration/permit documents of required vehicles, equipment and machinery to be used (e.g kips/tipper trucks)	5%	considered"	
		All registration/permit documents for all machinery requiring documents submitted=5%		Registration/permit documents for all machinery submitted however not for all machinery requiring the documents=3%	Registration/permit documents for machinery/equipment requiring documents not submitted=0%

CRITERIA	WEIGHT	MAX POINTS
Experience	30%	30%
Technical Capability	40%	40%
Capacity	30%	30%
Total	100%	100%
Maximum Threshold	80%	

28. COMPLIANCE VERIFICATION

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

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

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