

## PART 3: SCOPE OF WORK

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## C3.1: *PURCHASER'S* GOODS INFORMATION

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# 1 Overview and purpose of the *goods and services*

The services are the supply of Operating locksmith and labelling items to perform day-to-day operating plant activities. The following is required.

1. Ops Locks & keys	100
2. Safety Locks & keys (put clear specs)	5000
3. Master keys & locking mechanism cylinders	1000
4. General Locks	100
5. Key tags (breakers) and all.	200
6. Key rings for all.	7000
7. Labelling (engraving on key tags)	400
8. Breaker Fuse remover	50
9. MCB locking mechanism (extension)	100
10. Signage (Confined space, Switchgear rooms, warning signs, red zone etc)	1000
11. Bolt Cutter	2
12. Panel keys	200
13. Chain - 100m (to be delivered in 20 m - pieces)	100 m
14. Duplication of keys when lost	500

Specification and description of the *goods*

## 1.1 *Purchaser's* design

Not Applicable

## 1.2 Procedure for submission and acceptance of *Supplier's* design

Not applicable

## 1.3 Other requirements of the *Supplier's* design

Not applicable

## 1.4 Use of *Supplier's* design

As per core clause 22.1

## 1.5 Manufacture & fabrication

The *Purchaser* will not prescribe how the *goods* are to be manufactured and fabricated.

## 1.6 Factory acceptance testing (FAT)

The *Purchaser* is to witness the goods being tested prior 2 days prior to delivery. The *Supplier* may not restrict *Supply Manager's* right to witness tests.

## 1.7 Other tests and inspections and commissioning in place of use

The *Supplier* is to commission the *goods* in the place of use after Delivery.

## 1.8 Operating manuals and maintenance schedules

The *Supplier* to submit Operating and Maintenance procedures (including schedules) 5 days prior to equipment delivery for acceptance by the *Purchaser*.

## 2 Supply Requirements

The Supply Requirements for this contract are in an Annexure to the Contract Data provided by the *Purchaser*.

## 3 Specification of the *services* to be provided

The following services are required together with the supply of the equipment:

1. Supply Operating Locksmith and Labelling items

## 4 Constraints on how the *Supplier* Provides the Goods

### 4.1 Programming constraints

A programme for delivery to be provided as per Contract data (3 days after contract award).

Delivery to be expedited and concluded prior to 30 March 2026.

Weekly progress updates to be communicated timeously.

### 4.2 Work to be done by the Delivery Date

The *Supplier* provides all the work which the Goods Information states he is to do by the Delivery Date.

### 4.3 Marking the *goods*

All goods to be marked as per the manufacturer recommendations

#### 4.4 Constraints at the delivery place and place of use

The Supplier is to communicate delivery 5 days prior to delivery to site in order for the Purchaser to issue details of the delivery site/place at Kusile Power Station.

#### 4.5 Cooperating with Others

The *Supplier* to cooperate with Others who are identified by the *Purchaser only*.

#### 4.6 Services & other things to be provided by the *Purchaser* or *Supplier*

The *Supplier* to provide equipment to offload the equipment at the *Purchaser* site.

#### 4.7 Management meetings

Regular meetings of a general nature may be convened and chaired by the *Supply Manager* as follows:

Title and purpose	Approximate time & interval	Location	Attendance by:
Project Kick-off Meeting	2 days Contract Award	Kusile Power Station	Employer, Contractor and Others
SHEQ Requirements Clarification Meeting	Project Kick-off Meeting	Kusile Power Station	Employer, Contractor and Others
Delivery Progress Meeting	Weekly on Thursdays	Kusile Power Station/online	Employer, Contractor and Others
Risk register and compensation events	as and when required	Kusile Power Station	Employer, Contractor and Others
Other	as and when required	Kusile Power Station	Employer, Contractor and Others

Meetings of a specialist nature may be convened as specified elsewhere in this Goods Information or if not so specified by persons and at times and locations to suit the Parties, the nature and the progress of the manufacture of the *goods*. Records of these meetings shall be submitted to the *Supply Manager* by the person convening the meeting within five days of the meeting.

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

#### 4.8 Documentation control

The *Supplier* is to submit the 2 hard copies of all procedures and manual and drawings as well as 1 soft copy of all documents per equipment.

## 4.9 Health and safety risk management

The *Supplier* shall comply with the health and safety requirements contained in Annexure A to this Goods Information.

## 4.10 Environmental constraints and management

The *Supplier* shall comply with the environmental criteria and constraints contained in Annexure A to this Goods Information.

## 4.11 Quality

The *Supplier* shall comply with the quality criteria and constraints contained in Annexure A to this Goods Information.

## 4.12 Invoicing and payment

Within one week of receiving a payment certificate from the *Supply Manager* in terms of core clause 51.1, the *Supplier* provides the *Purchaser* with a tax invoice showing the amount due for payment equal to that stated in the *Supply Manager's* certificate.

The *Supplier* shall address the tax invoice to *Purchaser* and include on each invoice the following information:

- Name and address of the *Supplier* and the *Supply Manager*;
- The contract number and title;
- *Supplier's* VAT registration number;
- The *Purchaser's* VAT registration number.
- Description of *goods* and *services* provided for each item invoiced based on the Price Schedule;
- Total amount invoiced excluding VAT, the VAT and the invoiced amount including VAT;
- The invoice is to be submitted to **invoiceseskomlocal@eskom.co.za** once confirmed with the payment certificate.

## 4.13 Insurance provided by the *Purchaser*

As stated in the Contract Data

## 4.14 Contract change management

All changes to the Contract, such as Contractor management changes or Compensation events shall be communicated through standard NEC SC 3 forms.

## 4.15 Provision of bonds and guarantees

Not applicable

#### 4.16 Records of Defined Cost, payments & assessments of compensation events to be kept by the *Supplier*

The *Supplier* is required to keep any records of Defined Cost.

## 5 Procurement

### 5.1 Subcontracting

#### 5.1.1 Preferred subcontractors

Not applicable

#### 5.1.2 Limitations on subcontracting

Not applicable

#### 5.1.3 Spares and consumables

The *Supplier* to provide consumable of the equipment required for onsite commissioning and training such as but not limited to fuel, oil or other consumables which may be needed at or just after delivery or commissioning of the *goods* and that it is best the *Supplier* provide these initially as part of his Providing the Goods and Services

#### 5.1.4 Other requirements related to procurement

Other requirements such as ASGISA or socio political enhancements the *Supplier* is to provide as part of Providing the Goods and Services (if any) could be included here.

#### 5.1.5 Cataloguing requirements by the *Supplier*

The *Supplier* is to provide technical specification for cataloguing of components identified in the operating and maintenance manuals. The *Purchaser* will issue the forms required to be completed to the *Supplier* on the date of the Kick-off meeting.

## 6 List of drawings

### 6.1 Drawings issued by the *Purchaser*

This is the list of drawings issued by the *Purchaser* at or before the Contract Date and which apply to this contract.

Drawing number	Revision	Title
Not applicable		




## **C3.2 *SUPPLIER'S* GOODS INFORMATION**

This section of the Goods Information will always be contract specific depending on the nature of the *goods* and *services*.

It is most likely to be required for supply contracts where the tendering supplier will have proposed specifications and schedules for the *goods* and *services*, which once accepted by the *Purchaser* prior to award of contract now become obligations of the *Supplier* per core clause 20.1.

This section could also be compiled as a separate file.

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