

	Scope of Work	Generation Tutuka Power Station
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**Title: Supply and delivery of Frozen items on Document Identifier: 559-155860842
an “as and when” required basis for a
of 3 years to Tutuka Power
Station Canteen**

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Officer Business Administrator

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Support Services manager (Act)

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Risk and Assurance Manager

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1. Introduction

Supply and delivery frozen food items to Tutuka Power Station canteen on an “as and when” required basis.

2. Supporting Clauses

2.1 Scope

The supplier is required to delivery frozen items, and the delivery will be once per week as per instruction on order placement.

- Monday to Thursday deliveries not later than 15H00 and Friday before 11H00. It might be required occasionally to deliver more than once a week.
- A purchase order will be issued to the supplier with the required items and quantities.
- Vehicles used for the transportation shall be clean, free from any odours, easy to clean, weatherproof, and must be a vehicle with refrigeration. The refrigeration unit shall be With Temperature between -5 Degree to 0 degree to maintain the frozen food items at the required temperature. No frozen food items will be loaded on an open and unrefrigerated vehicle.

Frozen food items are perishable foodstuff, therefore all steps in the production process, including packaging, storage, and delivery, shall be performed with no unnecessary delay and under conditions that preclude the possibility of contamination, deterioration, or development of pathogenic and spoilage microorganisms.

Frozen food items, which is not meeting minimum standard of human consumption, will be sent back. All frozen food items delivered must comply to the following and more:

- Frozen food items must be packaged in boxes.
- Delivery date and expiry date on the package.
- No frozen food items will be accepted in a soiled box or leaking blood.
- Unrefrigerated vehicle OR low temperature of frozen items.
- Not correctly packed and wrapped inside the box or container as per scope.
- Defrosted frozen food items will to be accepted.

2.1.1 Purpose

1.1.2. The supplier will deliver the following description of goods.

Item no	Description	Unit of measure	Estimated Quantity
100	Frozen vegetables		
1	Asian Stir-Fry (6x1kg) \box	box	2592
2	Spinach Chopped (12x1kg) \ box	box	2592
3	Peas (6x 1kg) \ box,	box	2592
4	Baby carrots (6x1kg) \box	box	800
5	Mixed Vegetables (6x1kg) \box	box	2592
6	Country Mix (6x1kg) \box	box	2592
7	Corn cut (6x1kg) \box	box	600
8	Carrot Julienne(6x1kg) \box	box	600
9	Pumkin chunks (6x1kg) \box	box	2592
10	Garden mix veg (6x1kg) \box	box	800
11	Cut green beans (6x1kg) \box	box	2592
12	Broccoli & cauliflower (6x1kg) \box	box	800
13	Sweet potato (6x1kg) \box	box	800
14	Potato Chips Rest. (10mm) 4x2.5k \ box	box	8000
200	Pastry items		

15	Large white flour wrap (8 in a pack)	pkt	3456
16	Pastry: Phyllo 500g	Each	600

17	Puff pastry 1kg	kg	600
18	Croissant medium ready bake (100X 60gr) case	Each	10
19	Cocktail assorted quiche 60s	Each	25
20	Assorted samosas 60s	Each	35
21	Assorted spring rolls 50s	Each	25
22	Frozen Cornish 36s box	Each	200
23	Frozen curry mutton 36s box	Each	200
24	Frozen spinach & feta 36s box	Each	200
25	Frozen sausage roll 40s box	Each	200
26	Frozen pepper steak 36s box	Each	200
27	Frozen chicken & mushroom 36s box	Each	200
28	Mixed case medley 6x1.36kg box	Each	60
29	Small tart base 200x45g box	Each	60
30	Mini tart base 240x20g box	Each	60
31	Speed bake mini-Danish selection 120x40g box	Each	60
300	Dairy Products		

32	Mozzarella cheese loaf /2.5kg	kg	450
33	Cheddar Cheese 2.5kg\loaf,	Each	450
34	Margarine Medium Fat 30x500g\ box	Each	450
35	Butter Portions Mini Tubs 240x8gr\box,	Each	288
36	Assorted Yoghurt 175g	Each	35 000
37	Cream Topping Classique 1lt	Each	1728

38	Feta Cheese 3kg\bucket,	Each	144
39	Plain cream cheese 2.5kg	Each	144
40	Amasi 500ml	Each	96
400	Others		
41	Mini Pork Ribs Marinated 5kg, box.	kg	3000
42	Chicken: ¼ leg 210g-240g 12kg box standard packed	Each	4000
43	Chicken: breast fillet deboned/skinless 10kg standard packed	Each	2000
44	Chicken: wings tipless 7kg standard packed	Each	2000
45	Chicken: drumsticks 120g-150g 10kg box standard packed	Each	3000
46	Chicken: livers 1kg standard packed	Each	2000
47	Chicken: whole 1.5kg-1.8kg standard packed	Each	300

48	Chicken: feet 10kg standard packed	Each	1000
49	Fish: hake 4/6 5kg box	Each	6000
50	Fish: snoek 1.5kg	Each	700
51	Fish: smoked salmon 1kg	Each	500
52	Crab sticks 1kg	Each	200
53	Calamari tubes 1kg	Each	200
54	Bacon Shoulders 1kg,	Each	3000
55	Cheese grill (long) 1 kg	Each	3000
56	Polony whole 2.5kg	Each	300
57	Simply chicken polony 2.5kg	Each	300
58	Ham sandwich loaf meat 3kg	Each	300

2.1.2 Applicability

This document shall apply to employees at Tutuka Power Station.

Effective date2.5 Roles and responsibilities

The following sections contain specific functions within each of the following roles and responsibilities related to the execution of the works, but is not limited to below:

2.2 Normative/Informative References

Normative Parties using this document shall apply the most recent edition of the documents listed in the following paragraphs.

2.2.1

[1] ISO 9001 Quality Management Systems

[2] OHSAS 18001:2007/ ISO 45001:2018, Occupational Health and Safety Management systems

2.2.2 Informative

[3] ISO 9001 Quality Management Systems

[4] ISO 14001 (Environment)

2.3 Definitions

Definition	Explanation
Supplier	a company, person that provides service or need, especially over a long period of time:
cross contamination.	The process by which bacteria are transferred from one substance or object to another, with harmful effect.
weatherproof	resistant to the effects of bad weather, especially rain
Temperature	The degree of heat present in a substance or object.
contamination	the action or state of making or being made impure by polluting or poisoning
deterioration	impairment of the quality or value of the product
pathogenic	is a microorganism that may cause disease in its host, such as a bacteria, virus, fungus, or parasite
Spoilage microorganisms	Microorganisms that cause food to deteriorate and develop unpleasant odours
Contractor	a person or company that signs a contract to supply materials or workers to perform a service.
Supply Manager	is an individual in a company responsible for the management and administration of contracts, as well as processes.

2.3.1 Document:

N/A

2.4 Abbreviations

Abbreviation	Explanation
OHSAS	Occupational Health and Safety Management systems
SHEQ	Safety Health Environment and Quality

2.5 Roles and responsibilities

The following sections contain specific functions within each of the following roles and responsibilities related to the execution of the works, but is not limited to below:

2.4.1 The Employer

2.5.1.1 Provides the Eskom Standards and Procedures

The Contractor

Ensure compliance to all requirements within this document.

Provide training and create awareness to their employees.

2.6 Process for Monitoring

The purpose of this document is to define the user requirement specifications for the supply and delivery of frozen items to Tutuka Power Station employees.

2.6.1 Compliance Monitoring

The following requirements for conducting and monitoring the supply and delivery will apply. The Contractor shall actively participate in and adhere to the Employer's requirements and other procedures initiated for the purpose supply and delivering of frozen items. The Contractor shall attend the Site meetings when deemed required by the Employer.

Title and Purpose	Approximate Time & Interval	Location	Attendance by:
Contractual meetings	Once a month	Eskom Premises	Eskom representative and Management
SHEQ meeting	Once a month	Eskom premises or Teams	Eskom representative and management