

SCOPE OF WORK

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1 EMPLOYER'S WORKS INFORMATION

1.1 Executive overview

Transnet Port Terminals Richards Bay (TPT RCB) is predominantly a bulk handling import and export facility. TPT RCB comprises of two terminals, namely, the Dry Bulk Terminal (DBT), and Multi-Purpose Terminal (MPT). These terminals contribute to the economy of South Africa by ensuring that bulk and break-bulk minerals are imported and exported through the existing bulk materials handling infrastructure. DBT is a bulk material handling facility where bulk cargo is imported and exported through a network of conveyors and bulk materials handling appliances. The equipment mentioned includes tippers, stackers, ship loaders and unloaders. Most bulk materials that arrive by rail are offloaded at one of the two existing rail wagon tippers [Tippler 01 and 02] and thereafter conveyed to the stockpiles, sheds, silos and bins utilizing the existing conveyor network. MPT import and export cargo using material handling equipment such haulers, forklift, back actors and excavators.

1.2 Background

The business has a requirement for the service of high-pressure and vacuum cleaning of conveyor galleries networks, storm water lines, roads, ship loaders and unloaders as and when required in TPT RCB for a period of five (5) years. Currently, most galleries have major spillages both on walkways and under the conveyors. Furthermore, the storm water lines are blocked due to heavy rains and bad conditions of terminal roads. The appointment of an external service provider to execute the service of high-pressure and vacuum cleaning of conveyor galleries network, storm water lines and terminal roads will speed up service delivery and improve the safety-working conditions of Transnet employees as stipulated in Section 8 of Occupational Health and Safety Act No.85 of 1993.

Further to that Transnet Port Terminals in Richards Bay was found to be non-compliant with Section 28(1) of the National Environmental Management Act (Act No. 107 of 1998), which imposes a legal duty of care on all parties to prevent, minimize, or remedy environmental harm/pollution.

As a result of this non-compliance, the Department of Economic Development, Tourism and Environmental Affairs (EDTEA) issued both a Pre-Directive and a formal Directive to Transnet. These enforcement measures were taken to compel the terminal to take corrective actions in line with environmental legislation.

Due to these regulatory actions, the terminal is now required to implement environmental services and improvements to:

- 1.2.1 Address identified non-compliances which include housekeeping, stormwater management, waste management, and dust management
- 1.2.2 Prevent further environmental pollution or degradation, and
- 1.2.3 Ensure full adherence to NEMA and other applicable regulations.
- 1.2.4 This forms the basis for the terminal's need for specialized environmental management interventions and the development of an Environmental Improvement Plan (EIP).

1.3 Employer's objectives

The Employer's current objective is to appoint the service provider for provision of service for high pressure and vacuum cleaning "as and when" required for Transnet Port Terminals, Richards Bay.

- 1.3.1 Cleaning using Supper/ Vacuum tankers capacity min 12 500ltr.
- 1.3.2 Cleaning using HP Jetting machines.
- 1.3.3 Sucking water using mobile water pumps machines.

1.4 Interpretation and Terminology

The following abbreviations are used in this scope of work.	Meaning given to the abbreviation
CSHEO	Contractor's Safety, Health and Environmental Officer
SANS	South African National Standards
SES	Standard Environmental Specification
SHE	Safety, Health and Environment
SHEC	Safety, Health and Environment Co-Ordinator

1.5 Detailed Scope of Work

This service covers the provision of high-pressure and vacuum cleaning services of conveyor galleries networks, storm water lines, terminal roads and stockpiles on an as and when required basis at Transnet Port Terminal Richards Bay for a period of five (5) years.

1.5.1 Area of Operations: DBT

- 1.5.1.1 Conveyor belt galleries (water pump, high pressure and vacuum cleaning)
- 1.5.1.2 Rail and rail siding (high pressure cleaning)
- 1.5.1.3 Tipplers (high pressure cleaning)
- 1.5.1.4 Stormwater drain networks (high pressure and vacuum cleaning)
- 1.5.1.5 Ship loaders and off-loaders machines (high pressure cleaning)
- 1.5.1.6 Stockpiles (mobile water pumps)
- 1.5.1.7 Roads (mobile water pumps)

1.5.2 Area of Operations: MPT

- 1.5.2.1 Stormwater drain networks (high pressure and vacuum cleaning)
- 1.5.2.2 Stockpiles (mobile water pumps)
- 1.5.2.3 Roads (mobile water pumps)
- 1.5.2.4 Weighbridges (high pressure cleaning)

1.5.3 The required schedule lists a variety of cleaning plant, equipment, personal protective equipment (PPE) and labour as listed below.

1.5.3.1 Plant/Equipment

- 1.5.3.1.1 2 X Super sucker/vacuum truck – HPVR- Liquid ring: 12 500 Liter vacuum truck in stainless steel
- 1.5.3.1.2 4 X High pressure machines (750 bars)
- 1.5.3.1.3 2 X High pressure machines (1000 bars)
- 1.5.3.1.4 2 X Large mobile water pump (10 X 8 pump with Redi-Prime vacuum assisting priming)
- 1.5.3.1.5 Hp hoses and hp guns with pressure certificates
- 1.5.3.1.6 Foot valves with pressure test certificate

1.5.3.2 Personal Protective Equipment (PPE)

- 1.5.3.2.1 HP Protective boot for high pressure water jets (till 800 bar)
- 1.5.3.2.2 HP Specialize PPE
- 1.5.3.2.3 Gloves pair (500 bar)

1.5.3.3 Proof of plant ownership and certificates

1.5.3.3.1 Ownership of equipment (HP Machines and Vacuum truck)

1.5.3.3.2 Ownership of water pump

1.5.3.3.3 Service/ maintenance history of equipment (HP Machine and vacuum truck)

1.5.3.3.4 Training certificate for operators by OEM (Original Equipment Manufacturer) or internal training if the organization is accredited and that accreditation can be verified.

1.5.3.4 Suppliers Responsibility and Labour

1.5.3.4.1 Labour required:

- 2 x Drivers
- 10 x Operators
- 10 x General assistants

NB: All personnel must be medically fit and licensed to operate the equipment.

1.5.1.4.2 The tanker must conform to the OHS Act, 1993 under Construction Regulations of 2014.

1.5.1.4.3 The operators must be accompanied by his/her assistants when working on Transnet premises.

1.5.1.4.4 Supplier responsible for maintenance and repairs of his/her plant.

1.5.1.4.5 Labour rate (normal working hours and after working hours including weekends)

1.5.1.4.6 Plant to be supplied (Wet rates, i.e., include oil and fuel.)

1.5.1.4.7 Labour rate to include PPE, cleaning equipment and disinfectant products.

1.5.1.4.8 The service provider is required to commence work on site within 2 hours for planned activities or within a timeframe agreed to between the contractor and Service Manager. In case of emergency the service provider is required to be on site within 1 hour.

1.5.1.4.9 The bidder operates its' business within the Northern KZN – (Empangeni, Richards Bay and surrounding areas in KZN) or have a Memorandum of Understanding with a third party to make available operating site. This will give TPT comfort that the above response time will be met by the service provider.

1.6 Site Preparation

- 1.6.1 The service provider to arrange Port entry permits, the permit for the truck must be valid.
- 1.6.2 The driver and assistant must have a valid driver's license and must wear at least the minimum Personal Protective Equipment when entering the site.
- 1.6.3 The service provider must arrange for demarcation of the site prior commencement of works (high pressure cleaning).
- 1.6.4 The service provider to have authority to remove and dump waste at the nearest approved dumping site.

1.7 Signage

- 1.7.1 Orange safety netting to be erected to demarcate "Site under construction", or any color approved by the Service Manager when cleaning using high pressure cleaning inside conveyor galleries and ship loaders/unloaders especially when there is operation running in the closest areas.
- 1.7.2 Provide signboards to redirect the public and staff for the INTERIM to alternative parking.

1.8 Workflow

- 1.8.1 A task order will be issued.
- 1.8.2 The service provider shall do a physical inspection of the identified area / Location with the Service Manager and any other required stakeholders.
- 1.8.3 Proforma invoice shall be generated and submitted with the Task Order to the Service Manager for approval.
- 1.8.4 Upon completion of the work, the job card and invoice must be submitted for approval.
- 1.8.5 All Safety issues will be adhered to as per each individual Task Order. Inspections will be held and a Notice of 24hrs will be issued prior to any inspections.

After acceptance of the quote, a Task Order will be submitted, and the service provider may proceed with the work.

1.9 Penalties

- 1.9.1 TPT will impose penalties for failure to meet the response time mentioned in clause 1.5.1.4.8 above. The penalty of the 2.5% will be deducted from the final invoice issued for the work completed (in that particular occurrence). In the event that the bidder is late for more than 4 hours; the Service Manager will issue a non-conformance report.

1.9.2 On receipt of a Task Order the service provider must confirm with the Service Manager who will advise him/her of the period which it will be allowed, this will include a start and finish date. This period will be confirmed by the Service Manager in writing and any delay to the completion period will result in penalties. Each day the Contractor is not onsite upon approval or receipt of Task Order, without any communication to the Service Manager will result in penalties to the value of 5% deduction per invoice.

1.9.3 This contract will be terminated for poor performance in the event that a total of 3 non-conformance reports have been issued.

Section B

2 Service provider's Responsibilities

2.1 The Service provider Shall:

- 2.1.1 Provide all the necessary skills, resources, equipment, experts, any other item of expense that is essential for the completion of services as per the above scope of work.
- 2.1.2 Review, familiarize and understand the proposed site including all constraints and environmental factors.
- 2.1.3 Review, familiarize and understand the operational requirements of the facilities in the Port of Richards Bay.
- 2.1.4 Any other reasonable work required to successfully deliver the services to the Employer on time, on budget, at the accepted quality.
- 2.1.5 Provide all necessary SHE compliance documentation as per TPT SHE specifications, including the submission and approval of a Safety File post award.
- 2.1.6 Hand over all documentation after services.
- 2.1.7 Cradle to grave principle in terms of disposing of the waste generated during cleaning (provide safe disposal certificates as proof of disposing in an environmentally sound manner and in a registered landfill site); "duty of care." Section 28(1) of NEMA Act No.107. 1998.

2.2 Restrictions to Access on Affected Property, Roads, Walkways and Barricades

Affected Property entry and security control, permits, and Affected Property regulations: The Service provider complies with the Employer's Affected Property entry and security control, permits and Affected Property regulations.

- 2.2.1 The service provider is specifically excluded from entering the Employer's Operational Areas which are adjacent to the Affected Property. The Service provider plans and organises his work in such a manner to cause the least possible disruption to the Employer's operations.
- 2.2.2 The service provider ensures safe passage of his team, to traffic and around the Affected Property always working areas which includes providing flagmen.
- 2.2.3 The service provider ensures that any of his staff, labour and Equipment moving outside of his allocated Affected Property and Service Areas does not obstruct the operations of the Terminal. To this end, access routes are allocated and coordinated by the Service Manager.
- 2.2.4 The service provider ensures that all his Service staff, labour, and Equipment remains within his allocated and fenced off working Area.
- 2.2.5 All service providers' staff and labour working within the port comply with Transnet Port Terminals operational safety requirements and are equipped with all necessary personnel protective equipment (PPE).

People restrictions on Affected Property; hours of work, conduct and records: The Service provider keeps daily records of his people engaged on the Affected Property with access to such daily records available for inspection by the Service Manager at all reasonable times.

3 TPT's Responsibilities

TPT will provide the following resources "TPT representative, scaffoldings services only when required" for the work as per this scope of work. TPT will provide these resources only for the work that will be done inside TPT premises.

Section C

4 Health and Safety Information

All health and safety Acts, rules and regulations must be practiced with accordance to the latest revisions and editions for complete compliance.

4.1 Safety Requirements

- 4.1.1 Service provider to comply with Health and Safety Acts and its regulations.

- 4.1.2 Refer to Occupational Health & Safety Act 85 of 1993 ("OHSA") for guidance.
- 4.1.3 Where applicable, the service provider must have a safety file submitted to the SHEQ department for assessment.
- 4.1.4 All employees must be medically fit with the report confirming that they may commence work in Transnet premises.
- 4.1.5 Service provider to adhere to all environmental rules and regulations as explained in detail under management and start up topic.
- 4.1.6 All personnel are always involved to have all relevant PPE requirements where applicable. (Including but not limited to safety harnesses)

4.2 Compliance

- 4.2.1 Bidders shall comply with all legislation, but not limited to the following:
- 4.2.2 Occupational Health & Safety Act 85 of 1993 ("OHSA").
- 4.2.3 International Health Regulation Act 28 of 1974.
- 4.2.4 Hazardous Substances Act 15 of 1973.
- 4.2.5 The Compensation for Occupational Injuries and Disease Act, 1993 (Act No.130 of 1993) ("COIDA"). The service provider must ensure that their COIDA registration is updated in accordance with the services rendered.
- 4.2.6 All material aspects of all applicable legislation, provincial ordinances, and local authority by-laws, including all relevant regulations promulgated in terms thereof, which affect the maritime business.
- 4.2.7 The basic conditions of Employment Act No.75 of 1997.
- 4.2.8 Criminal Procedure Act No.51 of 1977
- 4.2.9 National Ports Act No.12 of 2005 and enabling legislation thereto, including the Port Rules.
- 4.2.10 Control of Access to Public Premises and Vehicle Act, No 53 of 1985.
- 4.2.11 Legal Succession to the South African Transport Services Act No.9 of 1989 (but excluding any tariff provided for in such regulations).
- 4.2.12 Any other Transportation laws or directives that govern TPT's Transportation and Handling Services.

- 4.2.13 Merchant Shipping Act no.57 of 1951, the Maritime Security Regulations 2004 read in conjunction with the International Ship and Port Facility Security Code and Maritime Occupational Safety Regulations (1994), as amended.
- 4.2.14 Codes of Good practice embodied in the Broad Based Black Economic Empowerment Act No.53 of 2003:
- 4.2.15 Customs and Excise Act No.91 of 1964:
- 4.2.16 National Road Traffic Act and Regulations Act 93 of 1996 (as amended from time to time).
- 4.2.17 The National Railway Safety Regulator Act No.16 of 2002,
- 4.2.18 The Labour Relations Act No.66 of 1995 and the Regulations thereto.
- 4.2.19 National Environmental Management Act (Act No. 107 of 1998)
- 4.2.20 National Environmental Management: Air Quality Act, 2004 (Act No. 39 of 2004)
- 4.2.21 National Environmental Management: Waste Act, 2008 (Act No. 59 of 2008)

5 Site Access and Information

Access to the affected property shall be arranged by the project owner as indicated at the point of intent. The site is at the Bulk Terminal in the Port of Richards Bay. Access to the site will be from the existing public and maintenance road networks whilst access to the Port of Richards Bay will be through the East or West Access Gates. Access to the Port of Richards Bay will be subject to the TPT security requirements and regulations.

5.1 Site Information

Site Conditions: The groundwater table has been recorded at between 0.8 m and 1.5 m below ground level across the site during winter.

Altitude – sea level

Ambient temperature – 5 to 45 °C

Relative humidity – frequently 100%

Air Pollution – heavily saline and dust laden; industrial and locomotive fumes; ignitable dusts

General wind velocities – up to 60km/ h

Storm wind velocities – up to 180 km /

Climate data for Richards Bay based on monthly averages for the 30-year period: 1961- 1990
(SAW, 2005) 2

6 Procurement

6.1 The Service Provider's Invoices

6.1.1 The invoice states the following:

- a) Invoice addressed to Transnet SOC Limited.
- b) Transnet Limited's VAT No: 4720103177
- c) Invoice number:
- d) The Service Provider's VAT Number; and

6.1.2 The invoice contains the supporting detail:

6.1.3 A bill format as per the tender document indicating previously paid, paid to date and amount due for the month

6.1.4 Plant to be supplied (Wet rates, i.e., include oil and fuel.)

6.1.5 Rate must include plant operators and their assistants.

6.1.6 Labour rate to include PPE, cleaning equipment and disinfectant products.

The invoice is presented by emailing to AccountsPayable.TPTRCB@transnet.net