

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 supply and delivery of Contactors and Relays on an As and when is required to Kendal Power Station for a period of five (5) years.

2 Specification and description of the goods

The Eskom Technical specification for Contactors and Relays document titled XXXXX is attached

Item nr	Description
0125572	CONTACTOR:3TB4717-0AM0;CONTROL;380/525 V
0125577	CONTACTOR:3TF5622-0AM0;MOTOR;600 VAC;3
0125747	CONTACTOR:LC1-D503Q;MOTOR;660 VAC;80 A
0125774	CONTACTOR:LC1D4011M5;MOTOR;600 VAC;60 A
0125804	CONTACTOR:PART NO:3TF42-22 OAPO;CONTROL
0125855	CONTACTOR:B123022;CONTROL;660 VAC;24 A
0125914	CONTACTOR:3TC4417-0AM4/VDE0660;CONTROL
0125930	CONTACTOR:CONTROL;380 VAC;220 VAC;10 A;4
0125979	CONTACTOR:CONTROL;690 VAC;220-230 VAC;4
0126131	CONTACTOR:3TC4417-0AM4;CONTROL;600 VDC
0126133	CONTACTOR:3RT1036-1AP00;CONTROL;220 VAC
0126134	CONTACTOR:3TB5417-0AM0;STARTER;380 VAC
0142327	CONTACTOR:3TH8244-0BM4;FIELD SUPPRESSION
0142335	CONTACTOR:CONTROL;500 V;220 VDC;25 A;3
0142925	CONTACTOR:3RT1065-6LA06;MOTOR;600 VAC
0223934	CONTACTOR:MOTOR PROTECTION;380 VAC;18 A
0231696	CONTACTOR:CONTROL;380 V;220 V;45 A;3
0236588	CONTACTOR:3TH4244-OAFO;220 V;220 V;10 A
0242422	CONTACTOR:SWITCHGEAR;380 VAC;220 VAC;3
0501120	CONTACTOR:3RT1076-6AP36;220 V;500 A
0590373	CONTACTOR:A-LINE;1000 VAC;100-250 VAC/DC
0646788	CONTACTOR:3RT1015-1AF02;SCREW CONNECTION
0125531	RELAY:DIRECT CURRENT FAILURE;220 VDC
0125566	RELAY OVRLD:3UA5000-0J;0.63-1 A;THERMAL
0125571	RELAY OVRLD:3UA5800-2FA7;32-50 A;THERMAL
0125815	RELAY CTRL:3TH8280-0AM0;220 V 10 A;8NO
0125818	RELAY OVRLD:3UA5900-0G;0.4-0.6 A;THERMAL
0125822	RELAY OVRLD:3UA5200-2A;10-16 A;THERMAL
0125885	RELAY OVRLD:3UA6000-2H;55-80 A;THERMAL
0125908	RELAY:60-13;AUXILIARY;24 VDC;3NO 3NC
0125919	RELAY T-DELAY:H3BA;ON 0-10 S;2NO 2NC
0125994	RELAY:FLAME DETECTOR;240 VAC;2NO 2NC
0125998	RELAY OVRLD:63-90 A;THERMAL;1NO 1NC
0126001	RELAY:SP430;FAILURE;220/500 VAC;2NO 2NC
0126019	RELAY OVRLD:CT3-12;0.62-1 A;THERMAL
0126031	RELAY OVRLD:3UA 5000-1G;3-6.3 A;THERMAL
0126035	RELAY CTRL:CA2DN1229A65;660 VAC 10 A

0126082	RELAY CTRL:KFA6-SR2-EX1.W;230 V 4 A
0126138	RELAY OVRLD:0.25-0.4 A;THERMAL;1NO 1NC
0126180	RELAY OVRLD:CT3-12;2.5-4 A;THERMAL
0126181	RELAY:CONTROL;24 VDC;3NO 3NC;3PDT
0126504	RELAY:MONITORING;230 VAC;1NO 1NC;SPDT
0127028	RELAY OVRLD:3UA5000-1C;1.6-2.5 A;THERMAL
0129226	RELAY CTRL:DIL08-62;6 A;8NO;110 VAC;8PST
0142149	RELAY OVRLD:3KL6130-1AG00;6.3-10 A
0187444	RELAY T-DELAY:ON/OFF 3-60 MIN;2NO 2NC
0210910	RELAY:SOLID STATE;24 VDC;1NO 1NC
0223935	RELAY:INTERPOSING;220 VAC;3NO 2NC;3PST
0224240	RELAY OVRLD:40-110 A;ELECTRONIC;3NO 3NC
0227562	RELAY:TURCK;15 VDC;2NO 2NC;DPDT;PANEL
0256063	RELAY SLD STATE:DIGITAL MONITORING;2NC
0584893	RELAY:INTERPOSING;220 VAC;3NO 2NC;3PST
0590718	RELAY CTRL:6 A;1NO;48 VDC;DPDT;VARIABLE
0612792	RELAY:PLC-RSC-230UC/21-2AU;PLC;2NO 2NC
0612801	RELAY:7VE6320-5EB92-0DAO/DD-LOS;1A
0612802	RELAY:G08-D024;AUXILIARY TRIPPING;24 VDC
0613299	RELAY:DIFFERENTIAL;125-250 VAC/DC;8NC
0641964	RELAY:3RS1800-1BW00;COUPLING;24-240 VDC
0646787	RELAY OVRLD:193-EECBC;690/1000 V;3

2.1 Purchaser's design

Refer to the Technical Specification for Contactors and Relays document

2.2 Procedure for submission and acceptance of Supplier's design

Refer to the Technical Specification for Contactors and Relays document

2.3 Other requirements of the Supplier's design

Refer to the Technical Specification for Contactors and Relays document

2.4 Use of Supplier's design

Refer to the Technical Specification for Contactors and Relays document

2.5 Manufacture & fabrication

Not Applicable.

2.6 Factory acceptance testing (FAT)

Details provided under technical evaluation criteria regarding samples that requires acceptance before bulk delivery.

2.7 Other tests and inspections and commissioning in place of use

Once the goods are delivered at Kendal Power Station (Warehouse), goods receipts will be done (however the goods will still undergo a Quality Control (QC) process no later than seventy two (72) hours after delivery. If the goods pass the QC process they will be stored in the Warehouse. Should the goods fail the QC process, the Purchaser will inform the Supplier of such, the Supplier must make the necessary arrangements to come and collect the goods (at his costs) no later than 48 hours after notice is issued.

2.8 Operating manuals and maintenance schedules

Not Applicable.

3 Supply Requirements

The Supply Requirements for this contract are in an Annexure (Technical Evaluation Criteria) to the Contract Data provided by the *Purchaser*.

4 Specification of the *services* to be provided

Not Applicable.

5 Constraints on how the *Supplier* Provides the Goods

5.1 Programming constraints

The Contract is "As and when required", the *Supplier* to stick to the stipulated conditions.

5.2 Work to be done by the Delivery Date

A Delivery Date is the date that will be indicated in the purchase order, which is constituted by the Supplier arriving at the Delivery Place with the goods to the Delivery Place, offload the goods, the goods then undergo a Quality Control process to ensure they meets the required standard and conform to requirements.

5.3 Marking the *goods*

The goods that will be delivered needs to be clearly marked i.e. their description, sizes, quantities and all relevant information.

5.4 Constraints at the delivery place and place of use

Not Applicable, but the Delivery Place is Stores at Kendal Power Station (which is a National Key Point) and all the rules and regulations will apply.

5.5 Cooperating with Others

Not Applicable.

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

Not Applicable, however, the Purchaser will provide access to the Supplier when the Supplier intends or wants to deliver the goods to the Delivery Place.

5.7 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:
Kick Off Meeting	After Contract award but before starting	Procurement Boardroom	<i>Buyer, Purchaser and Supplier Representatives.</i>
Deliveries target dates	Monthly on (date and time to be confirmed)	Kendal Power Station	<i>Purchaser and Supplier Representatives.</i>
Risk register	Monthly on (date and time to be confirmed)	Kendal Power Station	<i>Purchaser and Supplier Representatives.</i>
Overall contract progress and feedback	Monthly/Quarterly on (date and time to be confirmed)	Kendal Power Station	<i>Purchaser and Supplier Representatives.</i>

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.

5.8 Documentation control

All documentation relating to this Contract must be kept in one original file and one duplicate file which will be compiled by the Supplier's resources according to documentation management system. The original file will be kept by the Supplier's and the duplicate file will be submitted to the Purchaser for storage. Reports to be submitted within 30 calendar days.

5.9 Health and safety risk management

The *Supplier* shall comply with the following health and safety requirements:

The Contractor /Supplier shall at all times comply with the health and safety requirements prescribed by law applicable to these services, including Eskom health and safety procedures. Minimum:

- [1] Project SHE specification provided.
- [2] Basic conditions of employment act no 75 of 1997.
- [3] Compensation for Occupational Diseases and Illnesses Act 130 of 1993
- [4] Occupational health and safety act no 85 of 1993 and regulations.
- [5] National road traffic Act 93 of 1996.
- [6] 32-37 Eskom substance abuse procedure.
- [7] 32-136 Eskom contractor health and safety requirements
- [8] 240-62196227 Eskom life- saving rules
- [9] 32-95 Eskom environmental, occupational health and safety incident management procedure
- [10] 32-727 Eskom SHEQ policy
- [11] 240-62946386 Eskom vehicle and driver safety management procedure

The Contractor /Supplier shall comply with the health and safety requirements contained in Project SHE specification provided with the tender documents, Occupational health and safety act and all applicable health & safety laws and regulations and rules, guidelines and procedures.

- The Contractor /Supplier shall develop and implement a project specific health and safety plan based on the provided project applicable SHE requirements and legal requirements. The Contractor /Supplier r

shall submit the plan to the Client/ Safety risk department before commencement of the project for evaluation and approval.

- These documents are shall be maintained for the duration of the contract.
- The Contractor /Supplier and all his personnel shall attend a health and safety induction course prior to starting with the contract works provided by Eskom Kendal Power Station after the evaluation approval of the project SHE file by the Eskom Kendal Client and Safety Risk Department.
- The Contractor /Supplier shall ensure all his personnel attend their company project health and safety induction course prior to starting with the Contract works.
- The Contractor /Supplier submit all the documents as indicated in the Safety, Health & Environmental Specifications relevant to the work to Safety Risk Management before the induction course.
- The Contractor /Supplier shall maintain training and competency records with regard to the skills he or she uses to carry out the *works* or any other works in the *Employers* premises.
- The Contractor /Supplier shall maintain compensation commissioner records and proof of registration.
- Keep records and documentation with regard to any sub-contractor or labour-only contracts he places or uses to carry out the *works* or any other works in *Employers* premises.
- The Supplier shall maintain records of all incidents or accidents, and vehicle accidents, incurred during execution of this contract *works*.
- The Contractor /Supplier shall maintain records of all man-hours, including sub-contractors during this record.
- The Contractor /Supplier shall maintain Environmental plan and awareness training.
- The Contractor shall ensure minimum wage compliance for the different skills and to which Bargaining Council compliance is made to and proof of membership, if any.
- The Contractor /Supplier shall implement and maintain Risk Assessment of this type of works.

5.10 Environmental constraints and management

The *Supplier* shall comply with the environmental criteria and constraints [stated here or contained in Annexure _____]

5.11 Quality

Quality assurance requirements

General

- a. The *Supplier* complies with the *Employer's* quality and technical requirements including those listed in the *Employer's* specification document QM58 (Quality Management Specification 240- 105658000).
- b. The *Supplier* submits a QMS as a returnable schedule and uses it for all phases of the Project. The QMS complies with the requirements of ISO 9001 standard. The *Supplier* provides evidence of a fully implemented QMS as and when requested by the *Employer*. The *Supply Manager* may at his sole discretion carry out an audit on the *Supplier*, the *Supplier's* suppliers and Sub-Suppliers.

Quality Management documents requirements

The *Supplier* submits the following document after contract award to the *Supply Manager* for review and acceptance and prior to the commencement of work

The *Supplier* will supply the *Supply Manager* with a QCP which will detail the *Supplier's* organisation, quality assurance and quality control procedures specific to this project. The QCP must be aligned to, and reference ISO 10005:2005 QMS, guidelines for quality plans and in compliance with the guideline in QM 58 (Quality Management Specification 240- 105658000). The QCP will make reference to the *Supplier's* QMS Procedures to be used in this Contract:

- a. The *Supplier's* QMS compliance with the requirements of ISO 9001
- b. *Supplier's* quality manual
- c. *Supplier's* quality procedures
- d. *Supplier's* quality forms and work instructions
- e. *Supplier's* quality system documents referenced in this Works Information

The *Supplier* supplies the *Supply Manager* with a QCP or ITP for review and acceptance.

The *Supplier* provides CVs of the quality management employees who will be responsible for quality on site.

Quality Management employee's responsibilities include but are not limited to the following:

- a. Administration of QA/QC functions.
- b. Verification of approval status of their or Sub-Supplier's QCP and procedures/
- c. On-and -offsite inspections.
- d. Co-ordination, inspection and verification of the Employer's intervention points.
- e. Review of Supplier testing and inspection documents (procedures, test results).

The *Supplier* submits as a minimum the following documents, as required by the *Employer*, which requirement does not constitute a compensation event, during the execution of the Works:-

- a. Updated QCP register
- b. Inspection notifications accompanied by their inspection report
- c. Non-conformance and Defects registers and reports
- d. Updated Site and off site inspection schedules.
- e. Inspections completed/outstanding.
- f. Inspection and test reports

Quality Responsibility

- a. The *Supplier* is accountable for the quality of the output and liable for any failures.
- b. The *Supplier* is responsible for defining the level of intervention of QA/QC or inspections. These are in line with the *Supply Manager* requirements.
- c. The interventions points include all witness, hold, verification and review points required by the *Supply Manager*. The *Supplier's* failure to allow the intervention points will constitute a non-conformance.

Inspections

- a. The *Supplier* is responsible for the inspection of all the Works that is performed and the *Supply Manager* only verifies that the Works is conducted as per the Contract.
- b. The *Supplier* conducts all inspections in accordance with the accepted QCP / ITP.

- c. The *Supplier* drafts a QCP or ITP which shows each activity and submits to the Supply Manager for acceptance.
- d. The *Supplier* provides suitably qualified personnel to conduct on-and-offsite inspections
- e. The *Supplier* ensures that all Works are inspected and approved before the Supply Manager is invited for verification.

Non Conformances and Defects

Where NCR's and Defect notifications are issued, the *Supplier* acknowledges receipt as per reply period and proposes corrective and preventive actions to the *Supply Manager* as per the contract response period. The corrective and preventive actions will include the implementation and completion dates. Progress on all NCR's and Defect notifications issued to the *Supplier* must be reported to the *Supply Manager* on weekly basis.

- a. The *Supplier's* keeps a register of all NCR's and Defect notifications issued
- b. Deviations from the Contract are treated as a non-conformance.
- c. Records of NCRs and Defect notifications are kept and form part of the data book records.

During the contract execution phase, the *Supplier* will be monitored by the *Supply Manager* for performance on quality related aspects. The monitoring will be in the form of audits and assessments.

Quality Reporting

The *Supplier* submits a monthly quality report, on the last working day of the month. The report includes but not limited to the following:

- a) A register of NCRs and defects
- b) Updated QCP / ITP register
- c) Planned and completed local and foreign inspection dates
- d) Completed and outstanding Inspections

5.12 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;
- (add other as required)

- All invoices must be submitted to invoiceseskomlocal@eskom.co.za after the goods have passed the Quality Control processes which include goods receipts.

5.13 Insurance provided by the *Purchaser*

As per Core Clause 84.1.

5.14 Contract change management

Not Applicable.

5.15 Provision of bonds and guarantees

Not Applicable.

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

Supplier to keep all related and relevant documentation to this contract for a period of five years.

6 Procurement

6.1 Subcontracting

6.1.1 Preferred subSuppliers

Not Applicable.

6.1.2 Limitations on subcontracting

Not Applicable.

6.1.3 Spares and consumables

Not Applicable

6.1.4 Other requirements related to procurement

Not Applicable.

6.1.5 Cataloguing requirements by the *Supplier*

All required goods need to be catalogued, those goods that are not catalogued will need to be catalogued.

7 List of drawings

7.1 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

Refer to attached list of material descriptions and estimated quantities