

PORT OF PORT ELIZABETH GENERAL AND HAZARDOUS WASTE SCOPE OF WORK

BACKGROUND AND SCOPE OF REQUIREMENTS

1 BACKGROUND

TNPA as a division of Transnet is the business unit responsible for the management of General and Hazardous Waste generated by TNPA within the ports in South Africa. TNPA must ensure compliance with all relevant International and National legislation/standards governing the management of General and Hazardous Waste, TNPA Port of Port Elizabeth must therefore, provide the necessary resources and facilitate the sorting, storage, transportation, reuse, recycling, and if necessary the disposal to landfill of General waste from the Port of Port Elizabeth.

According to the National Environmental Management: Waste Act, 2008 (Act No. 59 of 2008), "**general waste**" means waste that does not pose an immediate hazard or threat to health or to the environment, and includes;

(a) domestic waste;

(b) building and demolition waste;

(c) business waste;

(d) inert waste; or

(e) any waste classified as non-hazardous waste in terms of the regulations made under section 69, and includes non-hazardous substances, materials or objects within the business, domestic, inert or building and demolition wastes.

In terms of the PoPE Waste Management Plan (WMP), hazardous waste is defined as any waste that contains organic or inorganic elements or compounds that may, owing to the inherent physical, chemical or toxicological characteristics of that waste, have a detrimental impact on health and the environment and includes hazardous substances, materials or objects within business waste, residue deposits and residue stockpiles, refer to Annexure Three Category A of NEM: Waste Amendment Act 16 of 2014.

TNPA will follow an open tender process to source a service provider to provide a sustainable General and Hazardous Waste Management service at TNPA Port of Port Elizabeth (TNPA PoPE). In essence, TNPA PoPE aims to appoint a Service Provider who has experience in the provision of Hazardous and General Waste Management Services and who can demonstrate through their returnable documents that they are capable of providing an efficient, cost effective and legally compliant service. The main objective of TNPA PoPE is to ensure that a waste management service that is environmentally, socially and economically sound as well as legally compliant from storage, handling, transportation, treatment and disposal, is rendered and that all mandatory waste reporting requirements are catered for as part of the service rendered by the Service Provider.

The selected service provider will share in the mission and business objectives of TNPA. These mutual goals will be met by meeting contract requirements and new challenges in an environment of teamwork, joint participation, flexibility, innovation and open communication. Further, TNPA and its service provider will study the current ways they do business to enhance current practices and support processes and systems as this will allow TNPA to reach higher levels of quality, service and profitability.

TNPA Specifically seeks to benefit in the following ways:

- Best value for money in respect of waste management;
- TNPA must receive reduced cost of acquisition and improved service benefits resulting from the combination of secure supply, economies of scale and streamlined service processes;
- TNPA must receive proactive improvements from the Service provider with respect to supply services and related processes as well as any industry developments;
- TNPA's overall image must be strengthened by the chosen Service provider's service delivery systems; and
- TNPA must be able to rely on the chosen Service provider's personnel for service enquiries, recommendations and substitutions.
- Legal compliance by the service provider to all statutes, standards and protocols governing general and hazardous waste to ensure TNPA is legally compliant on matters pertaining to waste management.

2. TNPA SCOPE OF REQUIREMENTS

TNPA intends to outsource the provision of general and hazardous waste management services at the Port of Port Elizabeth. The supply of the aforementioned waste management services is required at the Port of Port Elizabeth for a period of 3 years.

The successful Service Provider will be required to provide hazardous and general waste management services at TNPA PoPE as follows:

- i. Provide general and hazardous waste leak proof containers with fixed covers for general waste and hazardous waste
- ii. Provide personnel:
 - a. Green Guards
 - b. Site Supervisor
- iii. Manage Site Operations
- iv. Remove and dispose of waste at sites licensed to receive general & hazardous waste
- v. Submit monthly documentation to TNPA:
 - a. Safe Disposal Certificates
 - b. Waste Manifest

- c. Ensure that the Monthly Reports submitted to TNPA PoPE comply with SAWIC (South African Waste Information Centre) Requirements and the 2012 National Waste Information Regulations
 - d. Ensure that the supporting documentation on cleaning of waste containers and drip trays is provided for as part of the report submitted to TNPA on a monthly basis
- vi. Submit monthly documentation to SAWIC
 - a. The successful tenderer will be required to register on the South African Waste Information System (SAWIS) as required by SAWIC
 - b. TNPA Port of Port Elizabeth is already registered on the system and will provide the Contractor with the necessary registration number and/or additional information required in this regard such that the contractor is in a position to upload the hazardous and general waste quantities on SAWIS on a monthly basis
- vii. Ensure compliance with all relevant statutes
 - a. All practices regarding this contract shall comply with all relevant legislation

FURTHER BREAKDOWN OF THE SERVICES REQUIRED

Transnet National Ports Authority, Port of Port Elizabeth (TNPA) requires the provision of **28** empty waste containers as follows:

SITE NO.	POSITION	SKIP SIZE	WASTE TYPE	
1	Dom Pedro Jetty	10m ³ X2	1 Skip for general waste	1 Skip for hazardous waste
2	Eyethu Jetty	10m ³ X2	1 Skip for general waste	1 Skip for hazardous waste
3	Quay No: 3 (Shed Number 10,11 & 12)	10m ³ X6	3 Skips for general waste	3 Skips for hazardous waste
4	Tug Jetty	10m ³ X2	1 Skip for general waste	1 Skip for hazardous waste
5	Navy Jetty	10m ³ X2	1 Skip for general waste	1 Skip for hazardous waste
6	Slipway & Trade Motto	10m ³ X4	2 Skips for general waste	2 Skips for hazardous waste
7	Cross Berth	10m ³ X2	1 Skip for general waste	1 Skip for hazardous waste
8	Sites 1, 2, 3, 5 & 6	1000L X8	Total of 8 Containers for oily waste at Dom Pedro (1), Eyethu (2) Quay3 (2) , Navy Jetty (1) & Slipway (2)	

Note: Additional skip costs should be included as provided for in the Pricing Schedule

i. **Provide general and hazardous waste leak proof containers with fixed covers for general waste and hazardous waste:**

- a. Each site will have **leak proof, sealed containers with fixed covers as indicated in the table above.**
- b. All waste containers provided must be clearly marked to reflect the type of waste contained as well as the relevant contact details in case of emergencies. Waste containers should also reflect rules regarding acceptable site practices. Waste container signage must be durable to weather conditions to ensure the information / message communicated is clearly visible at all times.
- c. The skips and oily waste containers must be leak proof and covered (fixed lids) to prevent any secondary littering and pollution.
- d. Oily waste containers are to be provided with drip trays to provide secondary containment and prevent pollution.
- e. The service provider has a duty to ensure that no drip trays are allowed to overflow and secondary pollution shall be prevented at all times.
- f. TNPA has demarcated / marked waste skip placement areas done in conjunction with Property Management and any movement of skips around and outside of these areas should first be cleared with the SHEQ Department.
- g. Note: All waste skips & oily waste containers provided for this contract must be clean at all times. Biodegradable products must be used for cleaning the waste skips and oily waste containers. Cleaning must be conducted off-site and TNPA must be provided with Material Data Sheets for products used.
- h. The Service Provider shall ensure at all times that the waste sites have waste containers as prescribed in Section 3 above and TNPA shall not entertain any omissions in this regard.

ii. **Provide Personnel: (a. Green Guards and b. Site Supervisor)**

a. **Green Guards:**

The Green Guards will as a **MINIMUM**, be responsible for:

- Ensuring that correct waste streams are disposed of in the appropriate skips / containers. This means that the Green Guard has to be someone who is trained in identifying hazardous from general waste streams so that he/she can be charged with the responsibility to direct facility users to dispose of general waste in general waste skips, hazardous waste in hazardous waste skips and oily waste in oily waste containers.
- Patrolling and managing waste sites they are allocated to and ensure that their respective sites are kept clean at all times.
- The Waste Sites to be managed by the Green Guards include:
 - Dom Pedro and Cross Berth
 - Eyethu Jetty
 - Navy Jetty and Slipway
 - Quay 3 (Sheds 10, 11 and 12)
- Notifying their Head Office when skips & oily waste containers in their respective waste sites are full.
- Ensuring that the skips, oily waste containers and drip trays that are brought on-site during each skip/oily waste container-emptying consignment are clean, leak proof, have sealed containers with fixed covers (refer point: i above for further details).
- Reporting all incidents that occur on-site.
- Ensuring that all spillages are managed and their respective sites are kept clean at all times.

b. **Site Supervisor**

- The Site Supervisor is to ensure that he/she is on-site for a minimum of 4 hours per day.
- Ensure that the Green Guards are on-site daily and in the correct PPE at all times.
- Arrange and conduct awareness sessions with facility users and keep a record of topics covered and attendance.
- Co-ordinate all calls/bookings/queries, etc. to ensure that a seamless service is rendered.
- Respond to and manage incidents.
- Compile Weekly and Monthly Reports as well as Incident Reports.
- Ensure the Reports compiled are compliant to TNPA agreed-upon format.
- Format of Reports and Waste Management Awareness Presentations to be discussed and agreed upon with TNPA.
- Attend scheduled "Contract Meetings" with TNPA.
- Identify and roll-out waste minimization strategies for TNPA PoPE.
- Oversee the execution of the Contract on-site and in-line with Proposal accepted /submitted.

iii. Manage Site Operations:

- The tenderer will be expected to submit an Operations and Maintenance Manual which outlines as a minimum the following:
 - Overall Waste Management Process-Flow to be followed in managing waste from the Port.
 - Equipment, vehicles, skips, oily waste containers, drip trays, etc.
 - Labour (Green-Guards and Site Supervisor) to be deployed for this Contract.
 - Emergency Plan (vehicle breakdown, labour unrest/strikes, etc.)
- The Service Provider shall be responsible for the cleaning up of any spillages while lifting skips / waste containers and must ensure that the area is free from oil contaminated material and other pollutants at all times in all sites the service provider manages on behalf of TNPA.
- The work shall be carried out under the supervision of TNPA and the Service Provider shall be responsible for the acts and omissions of his/her employees.
- The Successful Tenderer will be required to purchase TNPA Vehicle Entry Permit/s to gain access to the Port (all vehicles deployed for this Contract will be required to have Vehicle Entry Permits except in the case of a temporary vehicle used in an emergency/breakdown etc. Temporary vehicle information will need to be provided to the TNPA official managing this Contract before the use of the vehicle).

iv. Remove and dispose of waste at sites licensed to receive general & hazardous waste

- The general and hazardous waste skips as well as oily waste containers should be collected once full and the Green Guards will notify the Service Provider of such a need.
- Estimations for costs should be based on a once-a-week basis, and charges upon award of tender will be based on actual lifts.
- In the event of the skip / container being full before the collection date, the Green Guard and / or Site Supervisor has a duty to notify the Head Office/Service Provider.

- NB: Users sometimes report full skips / containers to TNPA and in that case, the information will be passed onto the Service Provider's delegated people on site (e.g. Green Guard / Site Supervisor).
- Prompt response (within 24 hours from the time the call is logged) will be one of the operational performance measures of the Service Provider's efficiency.
- In terms of the National Ports Act, Transnet NPA may charge a penalty fee, should the contracted company fail to abide by the set conditions. This clause will be included in the main Contract to be signed by the winning bidder.
- The landfill site disposal costs should be included as provided for in the Pricing Schedule.

v. Submit Monthly Documentation to TNPA and SAWIS:

a. Safe Disposal Certificate and Waste Manifest:

- As a minimum, the Service Provider shall provide TNPA with a Safe Disposal Certificate & Waste Manifest for every consignment so as to ensure that the landfill site used to dispose of the waste is a permitted site appropriate for the waste being disposed of (Duty of Care Principle).
- A delivery note for each load removed from the Port shall be signed for by the TNPA Environmental Officer or a designated person at the gate (Security Supervisor) and a copy left with the Security for collection by TNPA.
- No payment will be effected until a Waste Disposal Certificate and Waste Manifest are received by TNPA.

b. Monthly Reports:

- The Service Provider shall compile Monthly Reports regarding all matters pertaining to the Contract and submit these to TNPA.
- The format of the Monthly Reports shall as a minimum comply with SAWIC Requirements, the 2012 National Waste Information Regulations and agreed upon TNPA Criteria.

Note: Please take note of section 2 v (a)-(d) and (b) 2 vi (a)-(b) covering monthly documentation above.

vi. Compliance with relevant statutes

- The Service Provider shall ensure that all current statutory laws , future legislation and requirements that may be passed pertaining to the storage, handling, removal, transportation and disposal of waste are/will be complied with and undertakes that the procedures for undertaking this work shall comply with all applicable Legislation, Codes of Practice, Local, Regional, Provincial, National Authorities' Requirements including but not limited to:
 - Environmental Conservation Act (1989)
 - National Environmental Management Act (1998)
 - National Environmental Management Waste Act (2008)
 - The National Road Traffic Act (1996)
 - The Hazardous Substances Act (1973)
 - The Occupational Health and Safety Act (1993)
 - Common Law
 - Nelson Mandela Bay Municipal Bylaws and
 - Any other relevant legislation
- The Service Provider shall ensure that all personnel deployed for this Contract undergo an annual medical examination prior to commencement of the Contract and thereafter, annually for the duration of the Contract.

- The Service Provider shall provide and use suitable equipment and personal protective equipment as per the Risk Assessment submitted to TNPA.
- All tenderers must supply proof of registration or a copy of a valid license to operate as a Waste Removal Company.
- All tenders must supply a copy of a valid Waste Transporter Certificate issued by the Local Authority.
- All tenderers must supply proof of registration with the Compensation Fund (Valid Letter of Good Standing).
- All practices regarding this Contract shall comply with all relevant legislation as well as the PoPE Waste Management Plan, which is available on the TNPA Website and can be accessed via the enclosed link:

<http://www.transnetnationalportsauthority.net/OurPorts/Port%20Elizabeth/Pages/Overview.aspx>

vii. General

- Proof of competence to handle hazardous waste is required for all the role players who will be dealing with waste from the Port.
- The successful tenderer must supply the name and location of disposal facility to be utilized, including a copy of a Permit or License of such disposal facility, prior to the commencement of Contract.
- Waste removed from the Port by the Contractor shall be disposed of at a recognised and registered landfill site only. **Note: TNPA will only use H: H Landfill Site for hazardous waste generated within the Port.**
- The Contractor shall at all times prevent pollution during the execution of this Contract.
- The Contractor shall ensure that the skips and oily waste containers on-site are leak proof, sealed and clean at all times.

- The Contractor shall ensure that the drip trays provided for oily waste containers are emptied and cleaned using biodegradable materials at regular intervals to avoid secondary pollution.
- The work shall be carried out under the supervision of TNPA and the Service Provider shall be responsible for the acts and omissions of his/her employees.
- Note: Waste Contractors operating / providing a waste management service within the port must be in possession of the TNPA Port of PE Waste License.

viii. Audits

- The Contractor acknowledges and agrees that TNPA will conduct internal audits to its operations and facilities, alternatively, engage the services of a third party, inspectorate, etc, as may be deemed necessary by TNPA.
- The Contractor agrees and undertakes to grant TNPA all appropriate and relevant reports and documentation relating to the performance of the service and to co-operate so as to enable TNPA to achieve the objectives as set out in this clause, including, but not limited to:
- TNPA requesting copies of all third party invoices, accounts and all other financial documents (including costing sheets) and records of the Contractor for the purpose of auditing same and satisfying itself as to the reasonableness of any amount paid or to be paid in terms hereof;
- The Contractor making available to TNPA a copy of the Contractor's quality management manual, procedure manual, or other quality control documentation, for inspection;
- The Contractor authorising access to TNPA, to inspect work-in-progress, the equipment and vehicle(s) used in the performance of the service.

- In the event of non-compliance or breach of this Agreement, then TNPA will inform the Contractor, in writing, of the non-compliance and /or breach, require the Contractor to rectify same within agreed upon timeframes. If such non-conformance is not remedied within agreed upon timeframes, then TNPA will invoke the penalty clauses that form part of the contract to be signed with a successful service provider.

ix. Service Levels

- An experienced account representative(s) is required to work with Transnet's Procurement Department. [No sales representatives are needed for individual department or locations]. Additionally, there shall be a minimal number of people, fully informed and accountable for this Agreement.
- Transnet will have reviews with the Service Provider's account representative on an on-going basis.
- Transnet reserves the right to request that any member of the Service Provider's team involved on the Transnet account be replaced if deemed not to be adding value for Transnet.
- The Service Provider guarantees that it will achieve a 100% service level on the following measures:
 - Random checks on compliance with the Scope of Work or Terms of Reference
 - On-time deliverables
- The Service Provider must provide a telephone number for customer service calls.
- Failure of the Service Provider to comply with stated Service Level Requirements will give Transnet the right to cancel the Contract in whole, without penalty to Transnet, giving 30 [thirty] days' notice to the Service Provider of its intention to do so.

Acceptance of Service Levels:

YES	
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NO	
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3. SAFETY HEALTH AND ENVIRONMENTAL MANAGEMENT

- The Contractor shall comply with all the relevant sections and regulations of the Occupational Health and Safety Act, Act No. 85 of 1993 during the contract period.
- The Service provider will be responsible for adherence to TNPA's Safety Health and Environmental Rules.
- The successful bidder will be required to submit a Safety, Health and Environmental (SHE) File for approval by TNPA Port of PE prior award. The SHE File should be in line with the scope of work and be kept up to date for the duration of the Contract.
- Please refer to Appendix 5 for Contractor Management SHE Documentation required as part of returnable documents.

4. INSURANCE:

- The Contractor shall effect at his own cost an Insurance Policy which will cover loss and /or damage to the property of Transnet National Port Authority or a third party.
- The Contractor shall within two (2) weeks of the award of the Contract submit the Policy or Policies of Insurance and the receipts for payment of the current premiums to the Contracts Manager.
- These Insurance Policies shall be maintained in force for the duration of the Contract and shall be effected with insurers and on terms approved by Transnet National Port Authority.

The Contractor will be required to certify that he does carry the following insurance cover for the full duration of the Contract:

- Contractor's property - the full value of all material, plant and equipment brought on to the site by the Contractor for the performance of his obligations in terms of the Contract.
- Public liability - the Contractor shall take out a Public Liability Insurance Policy in an amount of R5 000 000, 00 (Five Million Rand) per occurrence on terms approved by Transnet National Ports Authority.

Such Policy shall:

- Be of full force and effective from the commencement date
- Not be cancelled or terminated by the Contractor without the prior written consent of Transnet NPA;

The Contractor shall:

- Pay the premiums for such Insurance Policy promptly on due date
- Submit proof of payment to Transnet NPA, if requested to do so
- Not do or cause to be done, any act or omission, which shall affect the validity of such insurance policy or cause its cancellation.

5. BUDGET BREAKDOWN:

- The Respondents must submit a detailed budget breakdown for the services to be rendered as provided for in the pricing schedule.
- The quoted prices shall be valid for the duration of the contract and as such the pricing schedule caters for year 1, year 2 and year 3.

6. REFERENCES

- The Respondents are required to indicate in the table below the company names and contact details of existing customers whom Transnet may contact to seek third party evaluations of current service levels:

NAME OF COMPANY	CONTACT PERSON	TELEPHONE

7. GENERAL REQUIREMENTS:

The Respondents must submit:

- Proposals in sealed envelopes to the Transnet National Ports Authority's Port Administration, Port of Port Elizabeth, by the date stipulated on the Request for Proposals
- Extensive company profile, providing details of similar or associated work done
- Comprehensive CV of all resources to be deployed in the contract
- Black Economic Empowerment (BEE) details with regards to the contract to be concluded with the successful tenderer.

- The Responded should submit proof that they are licenced by TNPA PoPE as an approved Waste Service Provider to operate within the port.

8. ADJUDICATION PROCESS

Transnet National Ports Authority reserves the right to:

- Adjudicate proposals in terms of Transnet procurement procedures
- To approve sub-contractors or joint venture partners
- If deemed necessary, a short presentation and or interview may be required from candidates, for which adequate notice will be given
- To cancel this project at any time
- To decide to call for a second round of specific and detailed submissions should it deem appropriate
- Not accept any proposal in part or in full

9. ACCEPTANCE OF PROPOSALS

Transnet National Ports Authority does not bind itself to accept lowest cost proposal nor will it furnish any details or enter into any communication relating to the non-acceptance of any or all proposals.

10. AGREEMENT

A formal agreement will be concluded with the successful tenderer.

11. PENALTIES

Penalties will be raised in accordance with Clause 9 of the Transnet National Port's Authority's Service Agreement, which will be concluded with the successful tenderer.

APPENDICES

APPENDIX 1 - PRICING SCHEDULE: GENERAL WASTE SKIPS USED ON A FULL-TIME BASIS (YEAR ONE)

ITEM	LOCATION OF BIN	APPROX NUMBER OF BINS	APPROX NUMBER OF LIFTS PER BIN PER MONTH	MONTHLY RENTAL PER BIN (EXCL VAT)		CHARGE PER LIFT (EXCL VAT)		RULING CHARGE PER BIN (EXCL VAT)		TOTAL AMOUNT EXCL VAT	
				R	C	R	C	R	C	R	C
1	Dom Pedro Jetty	1 x 10m3	4 lifts per skip								
2	Eyethu Jetty	1 x 10m3	4 lifts per skip								
3	Quay No: 3 (Sheds 10, 11 & 12)	3 x 10m3	4 lifts per skip (12 lifts in total)								
4	Tug Jetty	1 x 10m3	4 lifts per skip								
5	Navy Jetty	1 x 10m3	4 lifts per skip								
6	Slipway & Trade Motto	2 x 10m3	4 lifts per skip (8 lifts in total)								
7	Cross Berth	1 x 10m3	4 lifts per skip								
8	Additional skip/s as and when required – located within the Port	1 x 10m3	4 lifts per skip								
TOTAL EXCLUDING VAT											

PRICING SCHEDULE: HAZARDOUS WASTE SKIPS AND OILY WASTE CONTAINERS USED ON A FULL-TIME BASIS (YEAR ONE)

ITEM	LOCATION OF BIN	APPROX NUMBER OF BINS	APPROX NUMBER OF LIFTS PER BIN PER MONTH	MONTHLY RENTAL PER BIN (EXCL VAT)		CHARGE PER LIFT (EXCL VAT)		RULING CHARGE PER BIN (EXCL VAT)		TOTAL AMOUNT EXCL VAT	
				R	C	R	C	R	C	R	C
1	Dom Pedro Jetty	1 x 10 m3	4 lifts per skip								
2	Eyethu Jetty	1 x 10m3	4 lifts per skip								
3	Quay No: 3 (Sheds 10, 11 & 12)	3 x 10m3	4 lifts per skip (12 lifts in total)								
4	Tug Jetty	1 x 10m3	4 lifts per skip								
5	Navy Jetty	1 x 10m3	4 lifts per skip								
6	Slipway & Trade Motto	2 x 10m3	4 lifts per skip (8 lifts in total)								
7	Cross Berth	1 x 10m3	4 lifts per skip								
8	Sites 1, 2, 3, 5 & 6	8 x 1000L containers with drip trays	4 lifts per oily waste container (32 lifts in total)								
9	Additional skip/s as and when required – located within the Port	1 x 10m3	4 lifts per skip								
10	Additional oily waste container/s with drip trays as and when required-located within the Port	1x 1000L	4 lifts per oily waste container								
TOTAL EXCL VAT											

APPENDIX 1 - PRICING SCHEDULE: GENERAL WASTE SKIPS USED ON A FULL-TIME BASIS (YEAR TWO)

ITEM	LOCATION OF BIN	APPROX NUMBER OF BINS	APPROX NUMBER OF LIFTS PER BIN PER MONTH	MONTHLY RENTAL PER BIN (EXCL VAT)		CHARGE PER LIFT (EXCL VAT)		RULING CHARGE PER BIN (EXCL VAT)		TOTAL AMOUNT EXCL VAT	
				R	C	R	C	R	C	R	C
1	Dom Pedro Jetty	1 x 10m3	4 lifts per skip								
2	Eyethu Jetty	1 x 10m3	4 lifts per skip								
3	Quay No: 3 (Sheds 10, 11 & 12)	3 x 10m3	4 lifts per skip (12 lifts in total)								
4	Tug Jetty	1 x 10m3	4 lifts per skip								
5	Navy Jetty	1 x 10m3	4 lifts per skip								
6	Slipway & Trade Motto	2 x 10m3	4 lifts per skip (8 lifts in total)								
7	Cross Berth	1 x 10m3	4 lifts per skip								
8	Additional skip/s as and when required – located within the Port	1 x 10m3	4 lifts per skip								
TOTAL EXCLUDING VAT											

PRICING SCHEDULE: HAZARDOUS WASTE SKIPS AND OILY WASTE CONTAINERS USED ON A FULL-TIME BASIS (YEAR TWO)

ITEM	LOCATION OF BIN	APPROX NUMBER OF BINS	APPROX NUMBER OF LIFTS PER BIN PER MONTH	MONTHLY RENTAL PER BIN (EXCL VAT)		CHARGE PER LIFT (EXCL VAT)		RULING CHARGE PER BIN (EXCL VAT)		TOTAL AMOUNT EXCL VAT	
				R	C	R	C	R	C	R	C
1	Dom Pedro Jetty	1 x 10 m3	4 lifts per skip								
2	Eyethu Jetty	1 x 10m3	4 lifts per skip								
3	Quay No: 3 (Sheds 10, 11 & 12)	3 x 10m3	4 lifts per skip (12 lifts in total)								
4	Tug Jetty	1 x 10m3	4 lifts per skip								
5	Navy Jetty	1 x 10m3	4 lifts per skip								
6	Slipway & Trade Motto	2 x 10m3	4 lifts per skip (8 lifts in total)								
7	Cross Berth	1 x 10m3	4 lifts per skip								
8	Sites 1, 2, 3, 5 & 6	8 x 1000L containers with drip trays	4 lifts per oily waste container (32 lifts in total)								
9	Additional skip/s as and when required – located within the Port	1 x 10m3	4 lifts per skip								
10	Additional oily waste container/s with drip trays as and when required-located within the Port	1x 1000L	4 lifts per oily waste container								
TOTAL EXCL VAT											

APPENDIX 1 - PRICING SCHEDULE: GENERAL WASTE SKIPS USED ON A FULL-TIME BASIS (YEAR THREE)

ITEM	LOCATION OF BIN	APPROX NUMBER OF BINS	APPROX NUMBER OF LIFTS PER BIN PER MONTH	MONTHLY RENTAL PER BIN (EXCL VAT)		CHARGE PER LIFT (EXCL VAT)		RULING CHARGE PER BIN (EXCL VAT)		TOTAL AMOUNT EXCL VAT	
				R	C	R	C	R	C	R	C
1	Dom Pedro Jetty	1 x 10m3	4 lifts per skip								
2	Eyethu Jetty	1 x 10m3	4 lifts per skip								
3	Quay No: 3 (Sheds 10, 11 & 12)	3 x 10m3	4 lifts per skip (12 lifts in total)								
4	Tug Jetty	1 x 10m3	4 lifts per skip								
5	Navy Jetty	1 x 10m3	4 lifts per skip								
6	Slipway & Trade Motto	2 x 10m3	4 lifts per skip (8 lifts in total)								
7	Cross Berth	1 x 10m3	4 lifts per skip								
8	Additional skip/s as and when required – located within the Port	1 x 10m3	4 lifts per skip								
TOTAL EXCLUDING VAT											

PRICING SCHEDULE: HAZARDOUS WASTE SKIPS AND OILY WASTE CONTAINERS USED ON A FULL-TIME BASIS (YEAR THREE)

ITEM	LOCATION OF BIN	APPROX NUMBER OF BINS	APPROX NUMBER OF LIFTS PER BIN PER MONTH	MONTHLY RENTAL PER BIN (EXCL VAT)		CHARGE PER LIFT (EXCL VAT)		RULING CHARGE PER BIN (EXCL VAT)		TOTAL AMOUNT EXCL VAT	
				R	C	R	C	R	C	R	C
1	Dom Pedro Jetty	1 x 10 m3	4 lifts per skip								
2	Eyethu Jetty	1 x 10m3	4 lifts per skip								
3	Quay No: 3 (Sheds 10, 11 & 12)	3 x 10m3	4 lifts per skip (12 lifts in total)								
4	Tug Jetty	1 x 10m3	4 lifts per skip								
5	Navy Jetty	1 x 10m3	4 lifts per skip								
6	Slipway & Trade Motto	2 x 10m3	4 lifts per skip (8 lifts in total)								
7	Cross Berth	1 x 10m3	4 lifts per skip								
8	Sites 1, 2, 3, 5 & 6	8 x 1000L containers with drip trays	4 lifts per oily waste container (32 lifts in total)								
9	Additional skip/s as and when required – located within the Port	1 x 10m3	4 lifts per skip								
10	Additional oily waste container/s with drip trays as and when required-located within the Port	1x 1000L	4 lifts per oily waste container								
TOTAL EXCL VAT											

PRICING SCHEDULE: FINAL SUMMARY YEAR ONE

ITEM	DESCRIPTION	TOTAL PER MONTH EXCL VAT
1	Section: A – General Waste Skips (Total reflected in above schedule)	
2	Section: B – Hazardous Waste Skips + Oily Waste Containers (Total reflected in above schedule)	
3	Green Guards (4 Green Guards @ 8 hours per day @ 5 days per week @ 4 weeks per month = monthly rate)	
4	Site Supervisor (1 Site Supervisor @ 4 hours per day @ 5 days per week @ 4 weeks per month – monthly rate)	
GRAND TOTAL PER MONTH EXCL VAT		
ITEM	DESCRIPTION	TOTAL COST FOR YEAR ONE EXCL VAT
5.	SHE File	
YEAR ONE GRAND TOTAL FOR ITEMS 1-5		

PRICING SCHEDULE: FINAL SUMMARY YEAR TWO

ITEM	DESCRIPTION	TOTAL PER MONTH EXCL VAT
1	Section: A – General Waste Skips (Total reflected in above schedule)	
2	Section: B – Hazardous Waste Skips + Oily Waste Containers (Total reflected in above schedule)	
3	Green Guards (4 Green Guards @ 8 hours per day @ 5 days per week @ 4 weeks per month = monthly rate)	
4	Site Supervisor (1 Site Supervisor @ 4 hours per day @ 5 days per week @ 4 weeks per month – monthly rate)	
GRAND TOTAL PER MONTH EXCL VAT		
ITEM	DESCRIPTION	TOTAL COST FOR YEAR TWO EXCL VAT
5.	SHE File	
YEAR TWO GRAND TOTAL FOR ITEMS 1-5		

PRICING SCHEDULE: FINAL SUMMARY YEAR THREE

ITEM	DESCRIPTION	TOTAL PER MONTH EXCL VAT
1	Section: A – General Waste Skips (Total reflected in above schedule)	
2	Section: B – Hazardous Waste Skips + Oily Waste Containers (Total reflected in above schedule)	
3	Green Guards (4 Green Guards @ 8 hours per day @ 5 days per week @ 4 weeks per month = monthly rate)	
4	Site Supervisor (1 Site Supervisor @ 4 hours per day @ 5 days per week @ 4 weeks per month – monthly rate)	
GRAND TOTAL PER MONTH EXCL VAT		
ITEM	DESCRIPTION	TOTAL COST FOR YEAR THREE EXCL VAT
5.	SHE File	
YEAR THREE GRAND TOTAL FOR ITEMS 1-5		

PRICING SCHEDULE: FINAL SUMMARY (CONTRACT VALUE)

	<u>Description</u>	<u>Costing</u>
<u>1</u>	YEAR ONE GRAND TOTAL FOR ITEMS 1-5	
<u>2</u>	YEAR TWO GRAND TOTAL FOR ITEMS 1-5	
<u>3</u>	YEAR THREE GRAND TOTAL FOR ITEMS 1-5	
	SUBTOTAL	
	ADD: 15% VAT	
	TOTAL FIXED CONTRACT VALUE	

ADDITIONAL PRICING REQUIRED FOR AS AND WHEN INCIDENTS OCCUR (YEAR ONE)

ITEM	DESCRIPTION	RATE PER 8 HOUR SHIFT
1	Green Guards (After Hours – Mon to Fri)	
2	Green Guards (Public Holidays)	
3	Green Guards (Saturday after 13h00)	
4	Green Guards (Sundays)	
ITEM	DESCRIPTION	RATE PER 4 HOUR SHIFT
1	Site Supervisor (After Hours – Mon to Fri)	
2	Site Supervisor (Public Holidays)	
3	Site Supervisor (Saturday after 13h00)	
4	Site Supervisor (Sundays)	

Notes to Pricing:

- i. Prices must be quoted in South African Rand, exclusive of VAT
- ii. Prices quoted must be held valid for a period of 90 days from closing date of this RFP

Respondents are required to submit their 3-year audited financial statements with their Proposal in order to enable Transnet to establish financial stability

ADDITIONAL PRICING REQUIRED FOR AS AND WHEN INCIDENTS OCCUR (YEAR TWO)

ITEM	DESCRIPTION	RATE PER 8 HOUR SHIFT
1	Green Guards (After Hours – Mon to Fri)	
2	Green Guards (Public Holidays)	
3	Green Guards (Saturday after 13h00)	
4	Green Guards (Sundays)	
ITEM	DESCRIPTION	RATE PER 4 HOUR SHIFT
1	Site Supervisor (After Hours – Mon to Fri)	
2	Site Supervisor (Public Holidays)	
3	Site Supervisor (Saturday after 13h00)	
4	Site Supervisor (Sundays)	

Notes to Pricing:

- i. Prices must be quoted in South African Rand, exclusive of VAT
- ii. Prices quoted must be held valid for a period of 90 days from closing date of this RFP

Respondents are required to submit their 3-year audited financial statements with their Proposal in order to enable Transnet to establish financial stability

ADDITIONAL PRICING REQUIRED FOR AS AND WHEN INCIDENTS OCCUR (YEAR THREE)

ITEM	DESCRIPTION	RATE PER 8 HOUR SHIFT
1	Green Guards (After Hours – Mon to Fri)	
2	Green Guards (Public Holidays)	
3	Green Guards (Saturday after 13h00)	
4	Green Guards (Sundays)	
ITEM	DESCRIPTION	RATE PER 4 HOUR SHIFT
1	Site Supervisor (After Hours – Mon to Fri)	
2	Site Supervisor (Public Holidays)	
3	Site Supervisor (Saturday after 13h00)	
4	Site Supervisor (Sundays)	

Notes to Pricing:

- i. Prices must be quoted in South African Rand, exclusive of VAT
- ii. Prices quoted must be held valid for a period of 90 days from closing date of this RFP

Respondents are required to submit their 3-year audited financial statements with their Proposal in order to enable Transnet to establish financial stability

APPENDIX 2: AERIAL VIEW OF TNPA PORT OF PE WASTE SITES, EXTRACTED FROM PORT OF PE WASTE MANANEEMENT PLAN

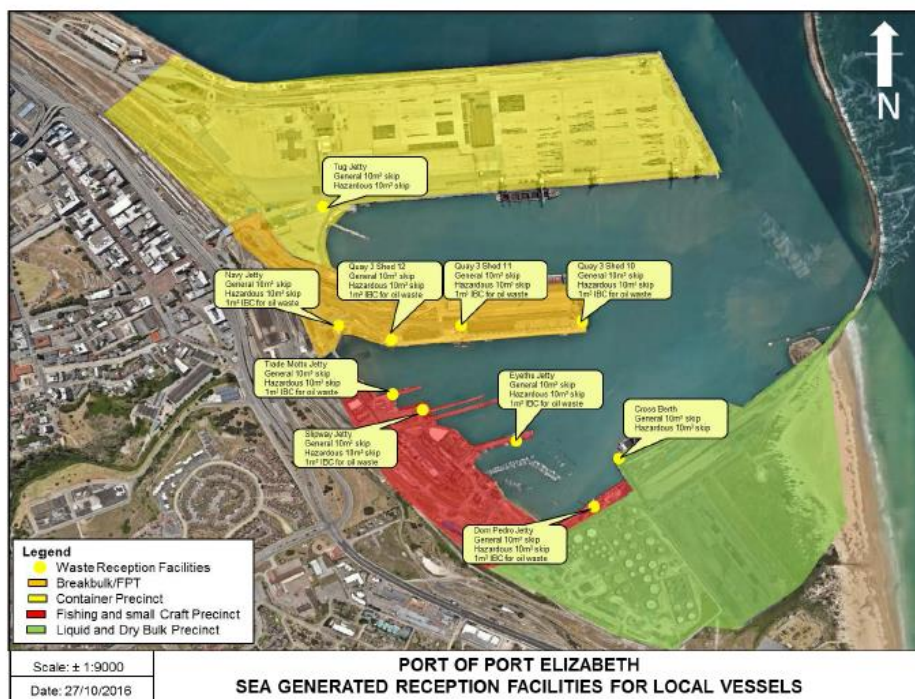


Figure 2-3: Location of Waste Reception/Transfer Facilities provided by the Environmental Department for Vessels Registered in the Port (Local)

APPENDIX 3: PORT OF PORT ELIZABETH GENERAL WASTE AND HAZARDOUS WASTE

DATA SHEET

<u>QUESTIONS</u>	<u>DETAILS (IF APPLICABLE)</u>	<u>RESPONSE</u>		<u>IS PROOF THEREOF ATTACHED?</u>	
		<u>YES</u>	<u>NO</u>	<u>YES</u>	<u>NO</u>
1. Name/Address of the site where the waste will be disposed.	General Waste Site Name:..... Address:.....				
	Hazardous Waste Site Name:..... Address:.....				
2. Permit number and registration status of the site.	General Waste Site Permit Number:..... Registration status of site.....				

	Hazardous Waste Site Permit Number:..... Registration status of site.....				
3. Is the owner/operator of the disposal site contractually committed to accepting your waste? Please furnish a copy of the written Agreement to TNPA.				
4. Has the owner/operator of the disposal site been made fully aware of the nature and quantity of waste which will be disposed of under this Contract? Please furnish a copy of the written Agreement to TNPA.				
5. Service Provider Registration, Permits and Memberships: Provide copies of the following documentation: a. Proof of registration with the Nelson Mandela Municipality as a Waste Transporter.					

<p>b. Waste Management Licenses for all facilities involved in the storage, transfer, recycling, recovery, treatment or disposal of wastes as may be required in terms of Schedule 1 of the National Environment Management Waste Act (Act 59 of 2009).</p> <p>c. Copies of registered landfill site permits where such permits have not been converted to waste management licenses.</p> <p>d. Proof of membership with an applicable Waste Management Institution.</p>	<p>a.</p> <p>b.</p> <p>c.</p> <p>d.</p>				
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<p>6. Is your Company registered as an Operator as provided for in the National Road Traffic Act? Please furnish proof of Registration to TNPA as well as certification of your drivers and vehicle registration as required.</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>				
<p>7. Attach the following with the tender submission/proposal:</p> <p>a. Valid Tax Clearance Certificate</p> <p>b. Valid Letter of Good Standing</p> <p>c. Valid BBBEE Certificate</p> <p>d. Valid Company Registration Documentation</p> <p>e. Proof of ISO14001 Certification</p>	<p>a.....</p> <p>b.....</p> <p>c.....</p> <p>d.....</p> <p>e.....</p>				
<p>8. Are you adequately insured for any damage to third parties, human health or the environment which may be caused during the handling, transportation and disposal of the waste?</p>	<p>Third Parties Insurance.....</p> <p>Public Liability Insurance.....</p> <p>Contractors Property Insurance.....</p>				

	Any other insurance (if applicable).....				
9. Number of resources which will/can be made available for use in this Contract. Attach proof.	Vehicles..... Suitably Qualified Personnel..... Premises..... Waste Skips..... Financial Resources and Systems..... Any additional information.....				
10. Are your earmarked personnel for this Contract' in possession of appropriate training? Provide proof.				
11. From the date of notification of award of the Contract, what period is required (in days) to provide all the waste containers on site?	Days to provide all the waste containers on site.....				
12. Ability to provide 24 hour service if requested.				
13. Turnaround/Collection time for bookings logged with Head Office.				

APPENDIX 4:

TECHNICAL EVALUATION: PROVISION OF WASTE MANAGEMENT SERVICES FOR HAZARDOUS & GENERAL WASTE AT PORT OF PORT ELIZABETH

- All tender evaluations shall be as specified by the TNPA Procurement Department in the Tender Documentation.
- This Technical Evaluation Criteria is to be read in conjunction with the RFQ documents.
- The minimum points required to qualify = 80.
- All required documentation for the technical evaluation shall be attached to the RFQ on submission.
- The Technical Evaluation Criteria of the Tender shall be as per the table below:

TECHNICAL EVALUATION CRITERIA Provision of Waste Management Services for Hazardous & General Waste at Port of Port Elizabeth			
Criteria	Sub-Criteria	Maximum Number of Points	Points Awarded

Landfill Site Documentation	<ul style="list-style-type: none"> • Name/Address of the site where the waste will be disposed of • Permit number and registration status of the site Note: Waste Disposal Site Authorizations must be valid and be able to accept TNPA waste • Certified copy of the certificate issued by DEA for a waste consolidation area at the bidder's premises • Certified copy of the letter of good standing of the landfill site & consolidation area from DEA or DWA • Is the owner/operator of the disposal site contractually committed to accepting your waste? Please furnish a copy of the written Agreement to TNPA • Has the owner/operator of the disposal site been made fully aware of the nature and quantity of waste which will be disposed of under this Contract? Please furnish a copy of the written Agreement to TNPA 	10	10 = 6 Documents (Full Compliance) 5 = 4-5 Documents (Any of the documents listed in the sub-criteria) 2 = 1-3 Documents (Any of the documents listed in the sub-criteria) 0 = No Document
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Service Provider Registration	Service Provider Registration, Permits and Memberships: Provide copies of the following documentation: <ul style="list-style-type: none"> • Proof of registration with the Nelson Mandela Municipality as a Waste Transporter • Waste Management Licenses for all facilities involved in the storage, transfer, recycling, recovery, treatment or disposal of wastes as may be required in terms of Schedule 1 of the National Environment Management Waste Act (Act 59 of 2009) • Copies of registered landfill site permits where such permits have not been converted to waste management licenses • Proof of membership with an applicable Waste Management Institution. • Proof of ISO14001 Certification • Is your Company registered as an Operator as provided for in the National Road Traffic Act? Please furnish proof of Registration to TNPA as well as certification of your drivers and vehicle registration as required to ensure proper 	10	10 = 7 Documents (Full Compliance) 5 = 4-6 Documents (Any of the documents listed in the sub-criteria) 2 = 1-3 Documents (Any of the documents listed in the sub-criteria) 0 = No Document
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	<p>licensing to carry dangerous goods.</p> <ul style="list-style-type: none"> • SAWIC/SAWIS Registration 		
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Capacity to deliver adequate services Number of resources to be made available for the contract	<ul style="list-style-type: none"> • Vehicles • Suitably Qualified Personnel • Premises • Waste Skips • Financial Resources and Systems • Any additional information 	10	10 = Detailed number of resources provided in line with the requirements of this RFQ 0 = Zero / Inadequate number of resources provided in response to the requirements of this RFQ
Relevant Employee Training	<ul style="list-style-type: none"> • Proof of accredited waste management services training including relevant emergency training provided to bidder's employees • CV's of human resources to be deployed as part of this contract 	10	10 = Copies of accredited waste management and emergency training certificates for employees-submitted. Site Supervisor & Green Guards CV's - submitted 0 = No accredited waste management and emergency training

			certificates. No CV's submitted
Timeframes for Service Provision	<ul style="list-style-type: none"> • Number of days required from the date of notification of award of the contract to provide all the waste services on site as specified in the contract • Ability to provide 24 hour service if requested to do so • Turnaround/Collection time for bookings logged with Head Office 	10	10 = Immediately + 24 Hour Service + Turnaround Time Specified 5 = 14 Days + 24 Hour Service + Turnaround Time Specified 0 = 30 Days + No Emergency Service + No Turnaround Time Specified
Operations & Maintenance Manual	<ul style="list-style-type: none"> • Overall Waste Management Process-Flow • Equipment, vehicles, skips, etc. • Labour (Green Guards, Site Supervisor) • Emergency Plan (vehicle breakdown, labour unrest/strikes) • Management of spillages to ensure the site is free from 	10	10 = Detailed Operations & Maintenance Manual provided in line with the requirements of this RFQ 0 = No / Poor Quality Operations

	pollutants		& Maintenance Manual provided in response to the requirements of this RFQ
Emergency Preparedness	Are you able to provide extra skips/staff members/ vehicles as and when the need arises without any breakdown to the service rendered?	10	10 = Detailed number of resources that can be made available as and when required is provided in line with the requirements of this RFQ 0 = Zero / Inadequate number of resources that can be made available as and when required to fully comply with the requirements of this RFQ provided
Waste Management Awareness Initiatives	How would you assist TNPA in increasing awareness on	10	10 = 5 Initiatives 5 = 3-4 Initiatives

	management of general and hazardous waste within the port?		0 = No Initiative
Audits	Submission of a signed Commitment Statement which serves as an undertaking that the service provider agrees to be audited	10	10 = Submission of signed Audits Commitment Statement 0 = No signed Audits Commitment Statement
Supplier Development Initiatives(SDI)	Please provide current & future SDI's	10	10 = Current & future SDI's provided 0= No current & future SDI's provided

APPENDIX 5: CONTRACTOR MANAGEMENT SHE DOCUMENTATION

- Please refer to the EMP Template and submit as part of the SHE File returnable documents
- Please refer to the Contractor Compliance File Assessment Checklist and submit as part of the SHE File returnable documents
- The Contractor is required to develop a COVID 19 Safe Operating Procedure and Risk Assessment
- The Contractor needs to ensure a registered Occupational Health & Safety Doctor is used for the medicals.
- The Contractor needs to ensure that the nature of business on the Letter of Good Standing is aligned to the services to be rendered

Abbreviations

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|----------|---|
| 1. SHE: | Safety, Health and Environment |
| 2. OEMP: | Operational Environmental Management Plan |
| 3. EMP: | Environmental Management Plan |
| 4. OHS: | Occupational Health and Safety |

Note:

- The Contractor may only commence with work on site after all the above requirements have been met and employees have attended TNPA SHE induction.
- The documentation received by the SHE Department from the contractor must be kept on the Contract SHE File.