

REMOVAL AND DISPOSAL OF GALLEY WASTE FROM THE PORT OF RICHARDS BAY; KWAZULU, NATAL SPECIFICATION

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A - INTRODUCTION AND BACKGROUND

- Transnet National Ports Authority as a division of Transnet is the business unit responsible for the management of galley waste at all Ports in South Africa, must ensure compliance with all relevant International and National legislation/standards governing the management of galley waste.
- TNPA Port of Richards Bay must therefore, provide the necessary resources and facilitate the collection, transportation and disposal of galley waste from the Port of Richards Bay to an approved H:H and/or H:h landfill site.
- Galley waste is defined as kitchen waste that is generated on-board vessels/ships and may include but not be limited to paper, cans, cloths or rags, glass, plastics, kitchen swill, etc. It must be noted that any other waste that has been mixed and contaminated by galley waste must be considered and disposed of as galley waste.
- Galley waste may contain infectious waste therefore it must be treated as extremely hazardous, and must be disposed of in an H:H and/or H:h landfill site.
- According to the National Environmental Management: Waste Act, 2008 (Act No. 59 of 2008), hazardous waste means 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.
- Approximately half a tonne of galley waste is generated by the ships docked at the Richards Bay harbour per day. This waste is collected in galley waste wheelie bins and skips and transported daily to a hazardous waste landfill site for safe disposal.
- Even though galley waste may appear to be less harmful to the naked eye; after the foot and mouth epidemic, galley waste was suspected to have caused the disease and control over its management became more stringent.
- In May 2006 an order issued as per Section 15 of the Animals Disease Act 35 of 1984 regarding imparting infectious things (including galley waste) disposal was issued to TNPA by the Department of Agriculture. Since then, TNPA has had to dispose of galley waste as hazardous or infectious waste.
- In ensure compliance to this order, TNPA will follow a three quotes system to contract a reputable Service Provider to provide a galley waste management solution for the Port of Richards Bay.
- The appointed Service Provider will be required to render the service (collect, transport and dispose galley waste from the Port of Richards Bay to a suitable and legal hazardous waste landfill site) for a period of 3 Years. The contract duration will be commencing on the **1st of September 2021** ending on the **31st August 2022**.
- The appointed Service Provider will also be required to provide and maintain waste reception facilities, this include cleaning the galley waste cages and washing the wheelie bins.

- 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 communications.
- 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, TNPA seeks to benefit in the following ways:
 - Best value for money in respect of waste disposal;
 - 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.

B - SCOPE OF WORK

- TNPA intends to outsource the provision of waste management services of vessel galley waste at the Port of Richards Bay. The supply of the aforementioned waste management services is required at the Port of Richards Bay for a period of 1 Year.
- TNPA aims to appoint a Service Provider who has experience in the provision of galley waste management services and who can demonstrate through their returnable documents that they are capable of providing an efficient, cost effective service.
- The Service Provider must provide a service which in the interest of; public health, hygiene and anti-pollution will, ensure clean and tidy areas without any accumulation of waste and prevent the spread of infectious and contagious diseases via reservoirs and vectors of disease.
- The scope of work and work specification is continued in greater details in the following sections (C, D, E, F, G, and H). The service required must be provided as per the specification and if a room for improvement is identified, a prior communication and approval must be sought from TNPA Environment and Procurement Departments.

C - OBLIGATIONS OF TNPA

- TNPA undertakes to afford the Service Provider such assistance as may be reasonably required by the Service Provider in performing the service provided that under no circumstances shall such assistance be regarded as creating any obligations on the part of TNPA, nor relieving the C Service Provider of its obligation to comply with all the obligations imposed upon it in terms of this specification document and the agreement to be signed prior to the start of the contract.
- TNPA shall designate and appoint an authorized representative who shall be known as the TNPA Representative.
- Without derogating from the generality of what is set out in clause 18.1, TNPA shall sign the release certificate of each Vehicle when it is ready to depart from the Port of Richards Bay and will ensure that it indicates the time when the Vehicle is to be released, the date of release, the name of driver, the signature of the driver, the name of the TNPA Representative and the signature of the TNPA Representative.
- The Environmental Manager/Specialist/Officer shall have the following duties in regard to the collection, transportation and disposal of the Galley Waste by the Service Provider :
 - Provide the service provider with red wheelie bins for the collection of galley waste from the vessels,
 - Monitor the removal of the Galley Waste so as to ensure that no Galley Waste is spilled during each loading operation and that there is no accumulation of Galley Waste which occurs during or after its removal;
 - Monitor the condition of each Vehicle so as to ensure that it is in a roadworthy condition;
 - Monitor the removal of the Galley Waste by pointing out; The exact location of Galley Waste to be removed at any particular point in time, List of areas for the permanent placement of bins for TNPA vessels in the Port;
 - Provide technical and operational advice to the Service Provider in connection with the day to day operations and execution of its duties;
 - Ensure that Vehicle permits are furnished by TNPA to the Service Provider to enable its Vehicle(s) to enter into the Port of Richards Bay;
 - Furnish the Service Provider with the Port Waste Management Plan;
 - Conduct random checks on the Galley Waste in the Equipment to ensure compliance with Port of Richards Bay Waste Management Procedure and SHE Policy requirements;
 - Regularly visit and audit the registered Landfill Site/s for compliance in respect of the disposal of the Galley Waste;
 - Communicate to the Service Provider the need to review the Terms of the Contract in line international best practice in the management of Galley Waste;

- Provide the Service Provider with the Port of Richards Bay's South African Waste Information Centre (SAWIC) registration number.

D - OBLIGATIONS OF THE SERVICE PROVIDER

- Provide all Employees, or personnel, and supervision necessary for the proper, efficient, timeous, safe and compliant provision of the Service for TNPA. This Service will be performed in such a way that all Galley Waste will be removed from TNPA and disposed of in a registered H:H and/or H:h Landfill Site;
- Provide and make available such Equipment and Vehicle(s) as may be necessary for the performance of the Service all of which shall be maintained by the Service Provider in good working order and condition at all times;
- Be responsible for the safe loading, removal and transportation, consolidation (if applicable) and disposal of the Galley Waste; in accordance with the prevailing legislation and in terms of this Agreement, while protecting TNPA, the environment and the public from unsound waste management practices;
- Ensure that all statutory laws and other legislation pertaining to the temporary storage, handling, removal, transportation and disposal of galley waste are complied with;
- Provide and use double liners one bins or line bins with plastic liner that has ± 200 (two hundred) microns.
- Provide a service in which the interest of public health, hygiene and anti-pollution be paramount and will ensure clean and tidy areas without any accumulation of waste and will prevent the spread of infectious and contagious diseases;
- Inspect the areas concerned and the nature and quantities of galley waste requiring removal and shall perform the service in such a manner that the areas concerned are left in a tidy and sanitary condition;
- Register on the South African Waste Information System (SAWIS) as required by the South African Waste Information Centre (SAWIC) and TNPA Port of Richards Bay, who is already registered on the system, will provide the Service Provider with the necessary registration number and/or additional information required in this regard;
- Upload the galley waste quantities on SAWIS on a weekly basis and this will be monitored as per the SLA;
- Ensure that arrangements with TNPA Security Department are made for access onto the site on a regular basis. The Service Provider must inform TNPA security prior to the day of their need to access the site. All the Service Provider vehicles accessing the site will be recorded at the security gate for monitoring purposes;
- Co-operate with TNPA and comply with all instructions issued and restrictions imposed with respect to the works which affect the operation of TNPA;
- Ensure that in the event of any emergency which may arise at any time during which they are attending to the provisions of services as contained in the contract documentation are properly attended to. The

Service Provider is to provide suitable 24 hour communication between the waste vehicle and the TNPA Environmental Department for emergency incidents.

- The Service Provider is to provide details of the authorized persons responsible for the implementation and management of the contract and provide contact details of all staff involved, including those identified for emergency situations;
- Immediately notify the TNPA Environmental Department in the event of industrial action or any other unforeseen circumstances which may arise within the Port which results in the Service Provider being prevented from gaining access into the Port, through no fault of their own, and which results in the Service Provider being unable to attend to the waste services as set out in the contract. Contingency plans shall be introduced whereby it may be necessary to perform the service outside normal working hours;
- Nominate representatives of whom at least one shall be available at any hour for call-out in cases of emergency. The Service Provider shall provide the TNPA Environmental Department with the names, addresses and telephone numbers of such representative;
- Not restrict the free use of any road, right-of-way or path on TNPA property unless he has obtained the approval of the authority/owner concerned and shall be liable for any damage caused by the Service Provider and/or employees to any road, path or street within TNPA;
- Ensure that no permanent works or structures of any nature are erected on TNPA property;
- Ensure that all galley waste and run off, is taken directly to and disposed of at the registered high hazardous landfill site, placed in trenches, treated with lime and covered up in accordance with the requirements of the relevant government department, and any new laws which may be promulgated;
- Provide a safe disposal certificate or waste manifest documents for all waste removed to TNPA Environmental Department;
- Use international best practice procedures in the management of galley waste, which may need to be reviewed and updated from time to time and which may result in the need to review the Terms of the Contract;

E - COLLECTION OF GALLEY WASTE

E-1 COLLECTION POINTS

- Collecting points are determined as follows (See figure 1 and Figure 1):-
Berths are:
 - 208 and 209;
 - 301 to 306;
 - 606 to 609;
 - 701 to 705;
 - 706 to 708;

- 801 and 804;
- Repair Berth;
- Dredger berth;
- International Craft Berth.

Figure 1: Map showing the location of Berths; 208 to 209, 301 to 306, 606 to 609, 701 to 705, 706 to 708, 804 and 801 in the Port of Richards Bay.

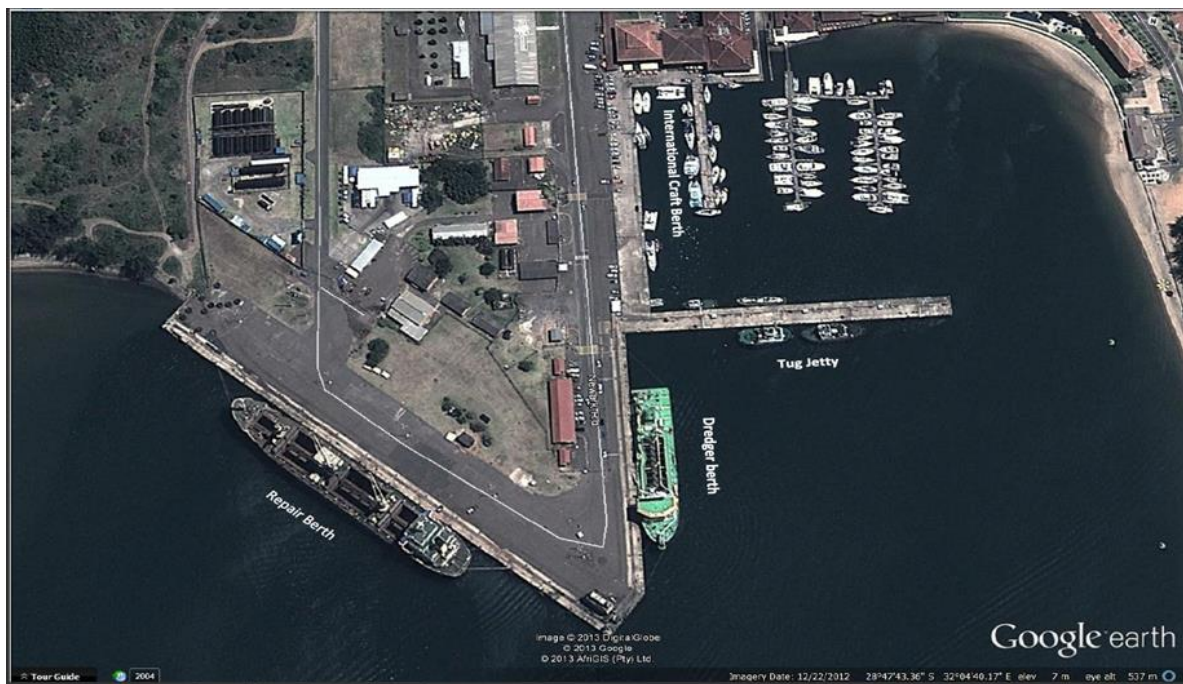


Figure 2: Map showing the location of Berths; Repair berth, Dredger berth, and International Craft Berth in the Port of Richards Bay

F - GALLEY WASTE COLLECTION PROCESS**F-1 Wheelie Bins Operation**

- A minimum of three wheelie bins per vessel must be provided. Wheelie bins must be provided **only** to those vessels that have submitted the request to land galley waste as well as COVID-19 declaration.
- The bins are to be identified with the TNPA name and a twenty four (24) hour telephone numbers for both the Service Provider and TNPA Environment Department personnel.
- All bins shall be lined with a plastic bin liner and secured at the top of the bin with an elastic band or similar and shall be emptied twice (2 times) on a daily basis. Bin liners are to be replaced twice daily. All bins must be covered on top and be leak proof.
- Galley waste must be collected from all the vessels that have submitted a request twice daily. The collections times shall be once in the morning (09h00 to 10h00) and once in the afternoon (14h00 to 15h00).
- A dedicated vehicle provided by the Service Provider must be used for the removal of galley waste from the port. Galley waste bins must be clearly marked– '**Ship Galley Waste Only**' and must be used for this purpose only. These bins must be disinfected daily or as directed by the representative of TNPA.
- The Galley waste wheelie bin must be inspected monthly to verify if their integrity is not compromised in anyway. Should there be any fault in the bin; the Service Provider must make necessary means of repairing and fixing the fault or replacing the bin(s).
- Bins log or checklist sheet indicating the status of the bins in each berth must be submitted to TNPA Environment Department weekly (Friday or Monday). The checklist must have; date, the name of the berth, the bollard number, the bin numbers, name of the ship or vessel in the berth at the time and comments (bins full or empty and condition of the bin).
- Ensure that each load of Galley Waste on each Vehicle shall be covered using a tarpaulin prior to the transportation thereof from the actual point of loading.
- After loading of the Galley Waste on each Vehicle, a Vehicle dispatch certificate must be issued by the Contractor's Employee and duly signed by a TNPA Representative prior to the departure of the Vehicle from the Port of Richards Bay.
- The Service Provider shall the accept responsibility for the safe transportation of the Galley Waste from each collection and loading Point to each point of final disposal, including without limitation, instances where spillage of any nature may occur from any Vehicles
- The Service Provider must obey all reasonable instructions of the TNPA Representative in the performance of the Service.

F-2 Skip Operation

- A seven (7) m³ skip must be provided on request to a vessel should there be more waste in a vessel and cannot fit in the three wheelie bins provided in each berth.

- Once a request for a skip (s) has been logged, the Service Provider must provide the requested skip within six (6) hours after a skip request has been received and sufficient capacity must be assured at all times. Skip(s) must be provided on the quays and must be easily accessible to ships.
- A skip log records must be submitted weekly to TNPA Environment Department weekly (Friday or Monday)

F-3 Ad hoc Operation

- The Service Provider shall on 'ad hoc' basis be required to transfer galley waste from cargo skips to galley waste bin (should an incorrect bin be used for dumping galley waste). The galley waste shall then be disposed of accordingly by decanting the waste into a trailer.
- The Service Provider shall on 'ad hoc' basis be able to transfer galley waste from the cages into to galley waste bin; should waste be disposed incorrectly at no extra cost. The galley waste shall then be disposed of accordingly by loading the waste into a trailer. This should also be communicated to the staff responsible for collection.
- The Service Provider shall on an 'ad hoc' basis transfer and clean up galley waste from quay surface into black plastic liner (thickness of black plastic liner shall be 200 microns) and then into a galley waste bin and disposal thereof.
- During the COVID-19 the service provider will be required to collect waste directly from the vessels and not from the wheelie bins.

G - TRANSPORTATION OF GALLEY WASTE REMOVAL

- While transporting Galley waste removed from TNPA the Service Provider must ensure compliance with the National Environmental Management: Waste Act 59 of 2008; 25 Duties of persons transporting waste and other relevant and applicable legislations.
- The Service Provider transporting waste must register with the relevant waste management officer in the Department, province or municipality and correct signage/placards must also be affixed on the vehicle transporting galley waste.
- The Service Provider must take all reasonable steps to prevent any spillage of waste or littering from the vehicle used to transport waste. If a spillage does occur; a must have a spill response procedure and this procedure must be activated to remediate the incident to ensure spill clean-up.
- The Service Provider, before offloading the waste from the vehicle, must ensure that the facility or place where the waste is transported is authorized to accept such waste.

- "Manifest" document must accompany each load of Galley Waste until it is responsibly and legally disposed of. This manifest is transferred from one transporter to the next along with the load, should more than one transporter be involved.
- During transportation the Service Provider must ensure compliance with the SABS Codes of Practice on Transportation of Dangerous Goods and also ensure that all personnel involved in the handling and transportation are adequately trained.
- Loaded '**galley waste**' shall be adequately covered in transit over public roads with a shade cloth or tarpaulins to prevent waste being windblown.

H - **DISPOSAL OF GALLEY WASTE**

- TNPA need to be assured that in the disposal operation the waste is being properly managed in a manner that is compliant to all applicable and relevant legislation.
- The Service Provider shall handle and dispose all galley waste at a hazardous landfill site in accordance to the requirement waste hazardous waste disposal legislative requirements and/or any new laws which were promulgated while this contract is in force.
- The Service Provider must provide a safe disposal certificate for all waste removed. No waste invoice will be paid without the safe disposal certificate.
- The ship galley waste will be disposed at a registered hazardous landfill site. Proof that the landfill site is permitted to dispose of galley waste must be submitted to TNPA with Tender documents.
- All ship galley waste must be placed in trenches, treated with lime and covered up.
- All bins and vehicles used for storing and transporting Galley waste must be cleaned and sanitized with lime.
- All ship galley waste must not be recycled or mixed with any other wastes. Correct PPE must be provided for employees that will be responsible for handling the waste as it considered infectious and the well-being of employees must be preserved at all times.
- Once the waste is properly disposed of at a suitable, permitted facility, a copy of the manifest must be returned to TNPA Environment Department, with the weigh bridge ticket and the Safe disposal Certificate for that particular load.
- The Service Provider must ensure that he/she remains inside the cabin of his/her Vehicle during loading and disposal and the windows shall be closed, so as to ensure minimal inhalation of, without limitation, dust, or hazardous or toxic fumes; and
- Ensure that the vehicle is adequately equipped with spill kits, first aid kits and/or any other emergency equipment necessary.

I - OPERATION MONITORING

- The work shall be carried out under the supervision of TNPA and the Service Provider shall be responsible for the acts and omissions of its employees.
- The Service Provider, having inspected the areas concerned and the nature and quantities of galley waste requiring removal, shall perform the service in accordance with the conditions of the service contract and in such a manner that the areas concerned are left in a tidy and sanitary condition.
- The Service Provider shall co-operate with the officers of TNPA and shall comply with all instructions issued and restrictions imposed with respect to the works which affect the TNPA's operations.
- There must be a 24 hour communication between Service Provider and TNPA Environmental Department responsible personnel. If need be; the Service Provider shall nominate representatives of whom at least one shall be available at any hour for call-out purposes in case of an emergency. The Service Provider shall provide the Environmental Manager with names, addresses and telephone numbers of the representatives.
- In the event of there being industrial action in the port, whereby the Service Provider is prevented from gaining access to provide a service, the Service Provider shall immediately notify the TNPA Environmental Manager. Contingency plans shall be introduced whereby it may be necessary to perform the service outside normal working hours.
- The Service Provider shall comply with all applicable legal requirements in relation to handling, storage and transportation of hazardous waste.
- The Service Provider shall comply with all the conditions of the Ports Waste disposal license issued in terms of section 57 of the National Ports Act No. 12 of 2005.
- TNPA SHE audit team will conduct site audits or inspections (or both) at the Service Provider's site on at least once a year to ensure compliance with all legislative requirements.
- TNPA Port of Richards Bay will issue a non-conformance where the Service Provider is not complying with the conditions stated on this specification.

J - INTERIM STORAGE OF GALLEY WASTE

- In the event of there being a critical need for interim storage of the Waste after it leaves the Port but before being disposed at the registered Landfill Site, then the Service Provider shall:
 - Obtain prior written approval from the Environmental Manager;
 - Transport such Galley Waste to its registered Consolidation facility that has been approved and permitted by DEA and/or DAFF;
 - Ensure that such Galley Waste does not remain overnight in a Consolidation Facility and that it is disposed of on the same day at the registered Landfill Site; and
 - Be responsible for all and any costs incurred in relation to the Galley Waste being transported to and from Consolidation Facility and thereafter to the registered Landfill Site.

K - INFORMATION TO BE OBTAINED ON SITE

- It is an express condition that all tenderers will attend the compulsory site inspection to acquaint themselves with the nature of the work, the conditions under which the work is to be done, the means of access to the site, any limitations or restrictions that may be imposed by TNPA, local or other authorities.
- In general, to ensure familiarity with all matters that may influence or affect the contract as that shall be deemed to have been allowed in his tender for any additional costs involved due to the foregoing as no claims for any extras will be entertained.

L - SPILLAGES BY THE SERVICE PROVIDER

- The Service Provider must ensure that all necessary and reasonable measures are taken to prevent the spillage of Galley Waste in the Port of Richards Bay on public roads, onto third party property and into and onto the environment, during the loading, removal, transportation, consolidation (if applicable) and disposal of the Galley Waste.
- The costs of any spillage clean up shall be for the sole account of the Service Provider and the Service Provider hereby indemnifies TNPA against all costs, charges and claims of whatsoever nature and howsoever arising which may be made against it by any person, entity or organisation.
- The Service Provider shall ensure that in the event of a spillage occurring:
 - Immediately inform the TNPA of the incident as well as remediation measures undertaken;
 - The vehicle and all affected areas must be appropriately cleaned and sanitised after disposal;
 - That the chemicals used by the Contractor, in the clean-up process are bio-degradable and that the Service Provider will ensure that the chemicals will not contaminate storm water and / or cause any damage or harm to the environment;
 - That the Service Provider has adequate hazmat resources;
 - That the Service Provider will adhere to the Emergency turn-around time which will be provided to the Service Provider prior to the Commencement Date;
 - That the Service Provider will not leave the affected area until the spillage has been completely cleaned-up to the satisfaction of the environmental authorities and/or the TNPA Representative.

M - SPILLAGES BY TNPA

- The Service Provider shall ensure that:
 - It adheres to the Emergency turn-around time, which will be provided to it prior to the Commencement Date, when requested by the Port of Richards Bay to clean up a spillage;

- the chemicals used in the clean-up process are bio-degradable and that it will ensure that the chemicals will not contaminate storm water and / or cause any damage or harm to the environment;
- It has adequate hazmat resources;
- It will not leave the affected area until the spillage has been completely cleaned-up to the satisfaction of the environmental authorities and/or TNPA Representative;

N - SAFETY REQUIREMENTS

- The Service Provider as the employer 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 rules. To ensure that the Service Provider complies with relevant safety legislative requirements; the Service Provider bring all employees to be involve in the contract for safety induction at least two weeks prior to the contract scheduled start date and must submit a safety file via TNPA Project manager to TNPA Risk department for review and approval prior to commencement of any works.
- The safety file must be submitted via Project Manager at least 2 weeks prior to the scheduled start of the work to ensure that is approved on time. The content of the safety file will be communicated to the awarded Service Provider by the TNPA Project manager.
- Compliance will be verified during the SHE audits to be conducted at the Service Provider site annually.

O - PRE-QUALIFICATION CRITERIA

- The following documents must be submitted together with the quotation. Provision of insufficient information will result to the quotation being disqualified:
 - Certified copy of valid and current Waste Disposal Service License issued by TNPA;
 - Certified copy of Landfill Registration Certificate and/or SLA between Service provider and Landfill site owner;
 - Certified copy of the registration with the Department of Transport as a dangerous goods operator;
 - The Bidder's Operator Drivers to be in possession of a valid Professional drivers permit for dangerous goods ("PDP-DG") which must be in the drivers' possession at all times;
 - Proof of registration with the local municipality for conducted scheduled trade;
 - Proof of membership with an applicable Waste Management Institution i.e. Institute of waste management of Southern Africa;
 - Registration on the South African Waste Information System (SAWIS) as per the South African Waste Information Centre (SAWIC) requirements;
 - COID Certificate (Workman compensation).

P - SUBMITTALS/QUALIFYING CRITERIA

- Extensive company profile and list and references for similar project undertaken;
- Project specific Work Plans and Procedures;
- Safety, Health and Environmental Plans, which will include the Risk Assessment, Operational Procedures, Emergency Response Plan and Spill Management Procedure, must be submitted together with the tender document;
- Proposed organizational structure of the Bidder should the Bid be awarded to such Bidder, its organogram, personnel strength tables, supervision ratio and the like;
- Evidence of accredited training provided to staff related to waste management services;
- Evidence of sufficient resources available to ensure proper management of waste services in terms of the contract;
- Equipment owned by the Bidder, including specialized equipment and vehicles able to provide the service with the maximum skips and vehicles required for the service. Vehicles to be licensed to carry dangerous goods;
- Personal protective equipment: compliance to TNPA standards and regulations set out by Legislation;
- Incident Registers and investigation reports for the past 3 years (since start of operation if recently formed company);
- Certified copies of the Bidder's employment requirements policies and procedures for recruitment, selection, training and medical clearance;
- Waste Services System (database management), including tracking of all TNPA waste volumes;
- Waste disposal site authorisations submitted with the Bid, valid and able to accept TNPA waste;
- Workmen's Compensation registration ;
- Provision of a site manager dedicated to TNPA Port of Richards Bay;
- Effective identification and management of sub-contractors, including drivers;
- Environmental Management Plan for operations;
- Occupational Health and Safety Management Plan for operations;
- Copies of emergency response, disaster recovery and spill response plans;
- Certified copy of letter of good standing from the landfill site from DEA or DWA;
- Certified copy of the certificate issued by DEA for a waste consolidation area at the Bidder's premises (If applicable);
- Four written references pertaining to Waste Management Services (1 per reference);
- Confirm acceptance of TNPA draft contract (attached) and terms and conditions contained therein.

Q - GENERAL

- The Service Provider shall make good or bear the cost of making good any damage caused by him to any road, path or street on Transnet National Ports Authority's property.
- No permanent works or structures of any nature will be erected on TNPA's property.

- No material shall be provided by Transnet National Ports Authority.
- Site Access:
 - Entrance Security Permits; The Service Provider shall take out temporary entry permits for all staff working within the harbour. All costs incurred shall be borne by the Service Provider or his staff and shall be included in the tendered rates.
 - The Service Provider must comply with all TNPA, Port of Richards Bay Security requirements while working in the Port.
 - Access to the worksites will be via the Urania and Medway Road entrances to the port.

R - EVALUATION CRITERIA

NO.	ITEM	SCORE	COMMENTS
1.)	Extensive company profile and list and references for similar project undertaken;	15	<i>Profile = 6 & three References = 9</i>
2.)	Safety, Health and Environmental Plans, which will include the Risk Assessment, Operational Procedures, Emergency Response Plan and Spill Management Procedure, must be submitted together with the tender document;	25	<i>SHE Plan = 5; Risk Assessment = 5 & Procedures = 15</i>
3.)	Proposed organizational structure of the Bidder should the Bid be awarded to such Bidder, its organogram, personnel strength tables, supervision ratio and the like;	5	<i>Project Operation organogram = 5</i>
4.)	Evidence of accredited training provided to staff related to waste management services;	10	<i>Proof of Training = 10</i>
5.)	Equipment owned by the Bidder, including specialized equipment and vehicles able to provide the service with the maximum skips and vehicles required for the service. Vehicles to be licensed to carry dangerous goods;	5	<i>List of equipment = 5</i>
6.)	Personal protective equipment: compliance to TNPA standards and regulations set out by Legislation;	5	<i>List of PPE to be used = 5</i>
7.)	Incident Registers and investigation reports for the past 3 years (since start of operation if recently formed company);	15	<i>Incident Register = 6 & three investigation reports = 9</i>
8.)	Certified copies of the Bidder's employment requirements policies and procedures for recruitment, selection, training and medical clearance;	10	<i>Policies = 10</i>
9.)	Waste Services System (database management), including tracking of all TNPA waste volumes;	5	<i>Waste database = 5</i>
10.)	Provision of a site manager dedicated to TNPA Port of Richards Bay;	5	<i>Site appointment letter = 5</i>
TOTAL = 100 points			
<i>Note: The bidder must attain at least 70 points to qualify for commercial evaluation. Failure to attain 70 points will result to an immediate disqualification of the application.</i>			

SCHEDULE OF QUANTITIES**S-1 12 MONTHS**

	DESCRIPTION	RATE PER ITEM	MONTHLY RATE	12 MONTHS RATE
Preliminary and General	<i>Including PPE and other preparatory costs</i>	R	R	R
	DESCRIPTION	RATE PER ITEM	MONTHLY RATE	12 MONTHS RATE
Daily Operation	Removal of galley waste from three wheelie bins provided in each berth twice daily	RATE PER DAY	RATE PER MONTH	RATE FOR 12 MONTHS
		R	R	R
	Transportation of galley from the quayside to temporal storage site.	RATE PER DAY	RATE PER MONTH	RATE FOR 12 MONTHS
		R	R	R
	Temporal (+/_24 hour) storage	RATE PER DAY	RATE PER MONTH	RATE FOR 12 MONTHS
		R	R	R
	Transportation and disposal at legal landfill site	RATE PER TRIP	RATE PER MONTH	RATE FOR 12 MONTHS
		R	R	R
	TOTAL	R	R	R
Adhoc Operation	11 m3 skip placement, removal, transportation and disposal. An average of 16 skips requested per month	RATE PER SKIP	RATE PER MONTH (20 skips)	RATE FOR 12 MONTHS (20 skips)
		R	R	R
	Transfer of galley waste, on an adhoc basis, from a cargo skip into a galley waste skip. An average of 1 request every month.	RATE PER SKIP	RATE PER MONTH	RATE FOR 12 MONTHS
		R	R	R
	Transfer of galley waste, on an adhoc basis from the quay surface or in a cage into black liner bags and then into a galley waste skip on event in 3 months.	RATE PER SKIP	RATE PER 1 MONTHS	RATE FOR 12 MONTHS
		R	R	R
	TOTAL	R	R	R
OVERALL SUB-TOTAL		R	R	R
14% VAT		R	R	R
OVERALL TOTAL		R	R	R

Total Amount in Words (Excl. VAT):

WITNESSES:

1. _____

Tenderer : _____

2. _____

Date: _____

T - APPROVAL OF THE SPECIFICATION

By signing this document the signatories indicate that they have read, understand and in full agreement with the contents of the document.

COMPILED / PROPOSED BY:



Signature

Name: Xoliswa Xulu

Designation: Environmental Officer

02.06.2021

Date

APPROVED / NOT APPROVED BY:



Signature

Name: Lungile Nyembe

Designation: Environmental Manager

02.06.2021

Date

APPROVED / NOT APPROVED BY:



Signature

Name: Vuyo Keswa

Designation: SHE Manager

10-06-2021

Date