


	<b>Eskom Real Estate</b> <b>Scope of Work</b>	<b>Doc No:</b> 240-137914194	
		<b>Date:</b> 15 February 2015	<b>Rev</b> 0
		<b>Page:</b> 4	
<b>Title:</b> <b>Collection and disposal of waste on an “as and when” required basis at Eskom Distribution Properties, within the Gauteng Operational Unit</b>		<b>Document type:</b> Specification	
<b>Compiled by:</b>  <b>Rirhandzu Sitole</b> <b>Project Manager</b> +27 11 871 2828	<b>Supported By:</b>  <b>Charmaine Mare</b> <b>Officer Environmental Management</b> +27 12 484 5141	<b>Approved by:</b>  <b>Mdu Ndawo</b> <b>Manager Real Estate</b> +27 11 800 2396	
<b>Revision</b>	<b>Description of Revisions</b>	<b>Approval</b>	<b>Date</b>
	Draft Release		
<b>SEE PAGE 2 FOR CONTENTS</b>			
<b>CONFIDENTIALITY CLASSIFICATION:</b> Public Domain: Confidential/Restricted		<b>DATE OF LAST REVIEW:</b> February 2015	
<b>Promotion of the Access to Information Act 2000</b>		<b>DATE OF NEXT REVIEW:</b> Not applicable	
		<i>NOTE: - These dates can be changed without effecting the revision status of the document</i>	

1.	BACKGROUND	<u>3</u>
2.	SCOPE	3
3.	SCOPE OF WORK ACTIVITIES	3
4.	QUALITY MANAGEMENT SYSTEM	3
5.	WEEKLY AND MONTHLY REPORTS	4
6.	RESOURCES	4
7.	PROJECT METHODOLOGY	4
8.	RESOURCE REQUIREMENTS	4
9.	IMPLEMENTATION PLAN	4

## 1. BACKGROUND

**The Distribution (DX) properties** section is responsible to render Facility Management Service to all Eskom buildings around the Gauteng province. The Eskom buildings service will be for Customer Network Centre, Major Engineering Works, Control Plant Maintenance, hubs and administrative services in Gauteng.

## 2. SCOPE

The scope of work for this project will include:

- Provision of waste bins, marked or colour coded for different waste streams;
- Collection of waste from Eskom properties in Gauteng Operating Unit;
- Transportation of waste to disposal or recycling facilities;
- Disposal of these items at an appropriately licensed land fill site in the Gauteng Province.

## 3. SCOPE OF WORKS ACTIVITIES

The scope of work includes the followings:

Collection of the following types of waste but not limited to, from Eskom properties in Gauteng Operating Unit and the disposal of these items at an appropriately licensed land fill site in the Gauteng Province:

- Domestic waste
- Building rubble
- Fluorescent tubes
- Provision of confidential documents bins
- Waste recycling
- Paper ( consideration into recycling)/Provision of recycling bins
- Plastic ( consideration into recycling)/ Provision of recycling bins
- Provision of shredding equipment
- Shredding
- Wood (including pallets)
- Contaminated water
- Health/Bio-hazard waste ( including COVID Masks and gloves etc where applicable)
- Silica Gel ( upon request)
- Metals ( Ferrous and Non Ferrous) ( upon request)
- Waste from transformer components (e.g porcelain CT's) ( upon request)
- Oil rags ( upon request)
- E waste ( cartridges) ( upon request)
- Batteries from control room ( upon request)
- Asbestos and PCB ( upon request)
- Repair of skip bins

#### **4. QUALITY MANAGEMENT SYSTEM**

The Contractor shall be required to provide or maintain a quality management plan, which must be approved by Eskom.

The contractor is advised that the employer considers it essential that for a project of this scale the contractor shall provide and maintain a high level of skilled management organization and resources (justified by CV's), to ensure the successful and timely completion of the contract. Crucial information is to be provided by the Snr Supervisor Tech Facilities and project manager at tender stage (tender clarification/briefing meeting) and this shall be deemed to define the contractor's intentions in this respect. It is a requirement that the contractor submits all technical requirements documents as specified by procurement strategy document under technical criteria.

#### **5. MONTHLY PROGRESS REPORTS**

The contents of the report may vary from month to month depending upon the phase of the project and/or the items of management focus. However, the basic framework of the report consists of the following:

1. Narrative in an executive summary format identifying progress within the reporting period.
2. Status overview
3. Key issues / Items of Concern and Corrective actions.
4. Progress curves and tabular progress reports.
5. Cost and Cash flow
6. Recruitment update
7. Contractor (s) to report on a monthly basis of how much waste has been disposed and where it has been disposed as well as the categories of waste disposed.
8. Monthly report on recyclable material collected (according the various categories).
9. Proof of collection/delivery to be provided.

The monthly progress reporting cycle is based on a month end "cut-off".

#### **6. RESOURCES**

The contractor shall provide adequate resources to execute the work.

#### **7. PROJECT METHODOLOGY**

The Contractor shall submit a detailed proposal outlining methodologies of how he intends executing the work.

#### **8. RESOURCE REQUIREMENTS**

The Contractor shall ensure that highly skilled personnel (as defined in their submitted and accepted CV's) are dedicated to the project.

#### **9. IMPLEMENTATION PLAN**

The Contractor is required to submit a detailed implementation plan.