

SCOPE OF WORK

1 Overview and purpose of the *goods* and *services*

The Supply, Transportation, and offloading of Electrical consumables for ERI Construction Services, Cabling in Mpumalanga Province on various Power Stations on a as and when needed basis

Logistics and Delivery to Site

Samples of all equipment is to be provided prior to delivery commencing. These samples will be reviewed and approved *Purchaser* quality officer as well as Eskom engineers and quality officers. All the test certificates and other supporting documents related to the specifications must be made available. *Supplier* must strictly adhere to QM58 specification attached

The *Supplier* must prior to the commencement of deliveries, must provide a safety file for the transport service provider, safety file must include inter alia; medical certificates, drivers licence of driver, competency certificates for the truck crane operator, crane driver, forklift driver and rigger.

- Vehicle roadworthy certificate
- Load test certificates for mobile and/or truck crane to be provided
- Competence certificate to be provided (for all drivers/operators)
- Crane truck and/or mobile crane for delivery to be supplied by the *Supplier* – the crane lifting capacity must be aligned with the goods being delivered.
- Spreader beams and certificate for offloading
- Load test certificates of all cable supplied

2 Specification and description of the *goods*

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2.1 Procedure for submission and acceptance of *Supplier's* design

The *Supplier* must submit technical data sheets to the *Purchaser*, two weeks before manufacturing commences. Samples of all equipment is to be provided prior to delivery commencing

2.2 Other requirements of the *Supplier's* design

The supply of electrical consumables must comply with Eskom's specification QMS58.

2.3 Use of *Supplier's* design

The *Purchaser* will make use of the *Supplier's* design, in order for the *Purchaser* to obtain acceptance from the *Purchaser* employer. Samples of all equipment is to be provided prior to delivery commencing

2.4 Manufacture & fabrication

The manufacturing must be aligned to the *Purchaser's* technical specifications outlined in the *Purchaser's* goods information


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Manufacturing must be aligned to the *Purchaser's* delivery schedule.

2.5 Other tests and inspections and commissioning in place of use

- *Purchaser* will perform visual inspection of electrical consumables for any damages which might have been caused during loading, transportation, and off-loading.

3 Supply Requirements

The Supply requirements for this contract are in Annexure A to the Contract Data provided by the *Purchaser*.

4 Constraints on how the *Supplier* Provides the Goods

4.1 Programming constraints

Supplier must deliver as per the agreed final delivery schedule which will be negotiated on an as and when required basis

4.2 Work to be done by the Delivery Date

All the inspections and visual inspection as per the ITP must be done and approved by the *Purchaser* prior to delivery

As per clause 4.1.1 the *Supplier* must notify the *Purchaser* that all tests and inspections have been done prior to delivery

4.3 Constraints at the delivery place and place of use

Supplier must notify the *Purchaser* a week prior to delivery to site, in order for the *Purchaser* to arrange permits and access to the project site.

The *Supplier* must provide a safety file for the transport service provider, including; details of the Driver and the Vehicle registration number, competencies of the truck and/or mobile cranes, forklifts and riggers, to the *Purchaser*.

4.4 Cooperating with Others

The *Supplier* must fully co-operate with the *Purchaser's* team during off-loading at the project site.

The *Supplier* must fully co-operate with the *Purchaser's* team during testing and inspection, the *Purchaser's* team will comprise of the following.

- ERI/ESKOM Engineers
- ERI/ESKOM Quality Inspectors
- ERI Technical Manager
- ERI Project Manager

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

The *Supplier* must provide, truck and/or mobile cranes, forklifts and riggers for the loading of the electrical consumables at the *Supplier's* premises

The *Supplier* must provide, truck and/or mobile cranes, forklifts and riggers for the off-loading of the electrical consumables at the *Purchaser's* stores yard at the project site.


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4.6 Management meetings

Meetings of a general nature will be convened and chaired by the *Supply Manager* as follows:

Title and purpose	Approximate time & interval	Location	Attendance by:
Risk register and compensation events	Bi-Weekly	<i>Purchaser's</i> Offices at the Kusile Power Station	<i>Purchaser, Supplier</i>
Overall contract progress and feedback	Weekly	<i>Purchaser's</i> Offices at the Kusile Power Station	<i>Purchaser, Supplier</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.

4.7 Documentation control

All documentation from the *Supplier* must be provided in hard copy and must also be emailed to the *Service Manager*, as per the communication process agreed after contract award:

4.8 Health and safety risk management

The *Supplier* shall comply with the health and safety requirements contained in the SHE Specification

4.9 Environmental constraints and management

The *Supplier* shall comply with the health and safety requirements contained in the SHE Specification

4.10 Quality

Supplier must comply with QM58 – Annexure L Data Provided by the *Supplier*.

4.11 Invoicing and payment

It is the responsibility of the *Supplier* to ensure that the invoices are sent electronically to Accounts Payable at invoiceserilocal85@eskom.co.za, and a copy must also be sent to the *Purchaser's* Commercial Department at the Kusile Power Station

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:


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- 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 4330196330
- 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)
- Kindly ensure that the following appear on all invoices:
 - a) Eskom Rotek Industries SOC Ltd
 - b) Registration No. 1990/006897/30
 - c) VAT number: 4330196330
 - d) Purchase order number – tax invoices without the correct purchase order number will be rejected
 - e) Physical address: per Power Station
 - f) Postal address: PO Box 40698
Cleveland
2022
Lower Germiston Road
Rosherville
Johannesburg
 - g) Telephone number – 011 629 4000

4.12 Insurance provided by the *Purchaser*

Refer to Annexure B – Insurance to be provided by the *Purchaser*

4.13 Contract change management

Clause 6 – Compensation Events of the NEC3 Supply Contract will apply to all changes in this contract.

5 Procurement

5.1.1 Spares and consumables

Supplier must provide samples of any Spares and Consumables for approval before delivery is effected

5.1.2 Other requirements related to procurement

Supplier must obtain a Letter of Authority (LOA) from the National Regulator for Compulsory Specifications (NRCS) for the electrical consumables manufacturer the *Supplier* will be use

6 List of drawings

6.1 Drawings issued by the *Purchaser*

Not applicable


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