

REVISED SCOPE OF WORK & TECHNICAL CRITERIA

FOR THE SUPPLY, DELIVERY, DESIGN AND INSTALLATION OF LABORATORY FURNITURE AS WELL AS REMOVAL AND DISPOSAL OF EXISTING FURNITURE FOR THE WITBANK LABORATORY-CAPEX

SCOPE OF WORK AND TECHNICAL EVALUATION

A **Term Services – Short Term contract** is required. The following tasks will be done as part of the order:

1. Scope of Work

For the supply, delivery, design and installation of laboratory furniture as well as removal and disposal of existing furniture for the Witbank Laboratory.

2. Specifications

- a) Design furniture/lab layout – based on information obtained during site clarification meeting and measurements taken on the day (based on floor and wall plan, furniture required and optimum space usage) – include design and project plan.
- b) Disconnect water/plumbing – connected to two sinks.
- c) Remove & dispose of all water damaged furniture from laboratory, as identified at site clarification meeting. Disposal must meet legal requirements.
- d) Fill all holes in wall with Polyfilla and sand off to be level with rest of wall
- e) Supply, deliver and install new furniture
 - Cabinets, wall mounted eye level x 3
 - Work Benches x 5 – including two sinks
 - Reception counter/desk
- f) Supply, deliver and install safety equipment
 - Eye wash water fountain
- g) Connect water/plumbing - to 2 x sink and 1 x eye wash water fountain
- h) Clear laboratory and site of any remaining waste
- i) Site clarification meeting is compulsory

Table 1: List of information pertaining to the scope of work and specification

Scope of work description and/or specification	
DESIGN, DRAWING	Based on floor and wall plan, furniture required and optimum space usage
	Measurements to be taken on the site clarification meeting.
	Furniture to conform to either SABS 0157 or European standards.
	Includes both floor plan and furniture design
	Include project plan
DISCONNETION OF WATER/PLUMBING	Include final report of the completed work done and must be signed off by all parties.
	Disconnect water and plumbing from the two current sinks in the laboratory.
DISMANTLE AND DISPOSE OF DAMAGED FURNITURE	Disconnection certificate is required.
	Dismantle identified furniture from the laboratory
	Disposed of identified furniture in a safe and legal way

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FILL HOLES	Fill all holes in the laboratory walls where cabinets were removed.
	Possible filling and method: Polyfilla, light pressure to compact and sand off to the same level of the rest of the wall.
SUPPLY, DELIVER AND INSTALL FURNITURE	
CABINETS, WALL MOUNTED EYE LEVEL x 3	LG 100 cm X WD 35cm X HGT 100 cm X THK 1.4 cm (<i>Estimate</i>) (<i>Supplier to confirm measurements in tender</i>)
	Metal frame with glass doors
	Lockable and keys to be included
	Swing doors
	Light grey of colour with blue handles
	Cabinet to include two shelves with a +- 50cm height in between
	Rust free / no damage
BENCHES, WORK X 5 – INCLUDING TWO SINKS	
Work bench 1	LG 70 cm X WD 75 cm X HGT 88 cm X THK 1.3 cm (<i>Estimate</i>) (<i>Supplier to confirm measurements in tender</i>)
	Include sink - Ceramic, 5 mm thick high density and elastic polypropylene with good resistance to organic solvents. Standard bowl size LG 500 mm x WD 400 mm x D 300 mm
	Must have suitable space for an Eye wash fountain, including mount (See below for specifications)
	Counter tops: Epoxy resin / chemical and oil resistant. Easy to clean
	Countertop Colour: Light grey / blue
	Work bench/cabinet colour: Light grey with blue handles
	Drawers / cabinets required under work bench
	All work bench drawers/cabinets must be lockable and include keys
	Work benches/cabinets: Metal lab casework steel (chemical and oil resistant)
	Must be able to handle top heavy equipment / consumables
Work bench 2	LG 222 cm X WD 75 cm X HGT 88 cm X THK 1.3 cm (<i>Estimate</i>) (<i>Supplier to confirm measurements in tender</i>)
	Include sink - Ceramic, 5 mm thick high density and elastic polypropylene with good resistance to organic solvents. Standard bowl size LG 500 mm x WD 400 mm x D 300 mm
	Counter tops: Epoxy resin / chemical and oil resistant. Easy to clean
	Countertop Colour: Light grey / blue
	Work bench/cabinet colour: Light grey with blue handles

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	Drawers / cabinets required under work bench
	All work bench drawers/cabinets must be lockable and include keys
	Work benches/cabinets: Metal lab casework steel (chemical and oil resistant)
	Must be able to handle top heavy equipment / consumables
Work bench 3	LG 296 cm X WD 75 cm X HGT 88 cm X THK 1.3 cm (<i>Estimate</i>) (<i>Supplier to confirm measurements in tender</i>)
	Counter tops: Epoxy resin / chemical and oil resistant. Easy to clean
	Countertop Colour: Light grey / blue
	Work bench/cabinet colour: Light grey with blue handles
	Drawers / cabinets required under work bench
	All work bench drawers/cabinets must be lockable and include keys
	Work benches/cabinets: Metal lab casework steel (chemical and oil resistant)
	Must be able to handle top heavy equipment / consumables
Work bench 4	LG 296 cm X WD 75 cm X HGT 88 cm X THK 1.3 cm (<i>Estimate</i>) (<i>Supplier to confirm measurements in tender</i>)
	Counter tops: Epoxy resin / chemical and oil resistant. Easy to clean
	Countertop Colour: Light grey / blue
	Work bench/cabinet colour: Light grey with blue handles
	Drawers / cabinets required under work bench
	All work bench drawers/cabinets must be lockable and include keys
	Work benches/cabinets: Metal lab casework steel (chemical and oil resistant)
	Must be able to handle top heavy equipment / consumables
Work bench 5	LG 148 cm X WD 75 cm X HGT 88 cm X THK 1.3 cm (<i>Estimate</i>) (<i>Supplier to confirm measurements in tender</i>)
	Counter tops: Epoxy resin / chemical and oil resistant. Easy to clean
	Countertop Colour: Light grey / blue
	Work bench/cabinet colour: Light grey with blue handles
	Drawers / cabinets required under work bench
	All work bench drawers/cabinets must be lockable and include keys
	Work benches/cabinets: Metal lab casework steel (chemical and oil resistant)

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	Must be able to handle top heavy equipment / consumables
RECEPTION COUNTER/DESK	Front view of counter/desk: LG 98 cm X WD 75 cm X HGT 88 cm X THK 1.3 cm Back view of counter/desk: LG 59 cm X WD 75 cm X HGT 70 cm X THK 1.3 cm (Estimate) (Supplier to confirm measurements in tender)
	Front view must be a counter and back view must be a desk area with drawers and cabinets.
	Modern shape
	Include counter "swing" up portion to enable to walk past counter/desk
	Countertop- Steel with epoxy resin / chemical and oil resistant. Easy to clean
	Drawers / cabinets lockable and include keys
	A drawer and cabinet below desk on each side
	Metal lab casework steel (chemical and oil resistant)
	Counter tops: Epoxy resin / chemical and oil resistant
	Countertop Colour: Light grey / blue
	Counter/desk: Light grey with blue handles
SUPPLY, DELIVER AND INSTALL SAFETY EQUIPMENT	
Eye Wash Water Fountain	Special features: Weight 5kg; Water working pressure: 0.2-0.8MPa; Flow control: 12L/min; Activation: Paddle; Standards: Meets EN1514-1&2 and AS4775
	Type of mount: Wall
	Dimensions: WD 29 cm x HT 52 cm x D 26 cm (Estimate) (Supplier to confirm measurements in tender)
	Type of eye wash water fountain: Terysafe Yellow Wall Mounted
	Surface finish: ABS Plastic in Safety Yellow
	Material it is made of predominantly: ABS Plastic in Safety Yellow
	Model number: B100Y / TSB100-Y
	Any accessories which must be included: Spray heads; Bowl, Valves, Pipe and Fittings, Inlet & Outlet, Hand control panel
CONNETION OF WATER/PLUMBING	Connect water and plumbing from the two sinks and the eye wash water fountain in the laboratory.
	Supplier to provide all required plumbing consumables for connection
	Plumbing certificate of compliance once installation is tested and completed
CLEAR LABORATORY AND SITE OF ANY REMAINING WASTE	Clean the laboratory after completion of installations and connections.

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Remove any remaining waste from installation/connections from site.

Table 2: Instruments Site location and contact details

Site	Address	Contact no	Contact name
Witbank	Oil Lab, Building 76, Electric Workshop, Eskom Park	011 693 2240	Gcina Franck Kaba

Other requirements:

- There is no space to keep waste outside the laboratory, skip must be provided to manage waste prior disposal.
- **Supplier to clean up after work** has been completed.
- Indicate location where waste will be disposed.

3. Specification of Product or Goods

Table 3: Technical Criteria

TECHNICAL CRITERIA OBJECTIVES	CRITERIA POINT	PROOF REQUIRED	SCORE
References of previous work	Workmanship, quality of material used, completion of project	References of 3 companies that could be contacted (with contact details) where similar projects were completed 1/3 satisfied customers = 10 2/3 satisfied customers = 15 3/3 satisfied customers = 20	20
Supply and installation of furniture	Supplier to submit a proposal with the tender on how the work benches will be installed including type of materials, and design.	Proposal must include • Laboratory design and specified material or better = 20 • Removal process = 10 • Disposal management which includes waste disposal location =10	40
Competency Personnel	Experience in design, supply and installation of laboratory furniture/cabinets	Supplier to provide CV's (with certificates in laboratory furniture design and installation) and company profile as proof. <1 year experience = 1	20

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		3 years' experience = 10 5+ years' experience = 20	
Turnaround time	Turn-around time from start to completion of the project	Supplier to submit a work plan on the time schedule to remove, dispose and install and connect furniture. 20 business days = 20 30 business days = 15	20
		Total available scoring points =	100

Threshold = **75%**

4. SHEQ Criteria

Required documents	Office use (yes/No)
Acknowledgement of Eskom's rules and requirements	
Valid Letter of good standing (COIDA) (Business nature to be aligned with scope of work)	
OHS Plan as per the scope of work	
Signed SHE Policy	
Eskom 37 (2) Agreement	
Baseline risk assessment as per the scope of work	

Approved by: Zanele Khuzwayo **Date:** 19 October 2022 **Signature:** _____