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C3.1: *PURCHASER'S* GOODS INFORMATION

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1 Overview and purpose of the *goods and services*

Pneumatic boiler cylinders are used to drive various boiler components. These cylinders are used on the burner corners and windbox dampers at Kendal Power Station. There are a total of 2 types of cylinders that are used, namely: burner tilt and windbox damper.

The burner tilt cylinders are needed to adjust the PF firing angle and the windbox dampers to control the combustion air and prevent burn backs from the furnace. All these cylinders are essential for boiler operation and not having them when needed will result in longer downtime of the boiler plant which will have a negative impact on production in the long run. To avoid unavailability of the mills and PF burners, the cylinders must be available and up to OEM spec.

2 Specification and description of the *goods*

2.1 Scope

This document covers the works information for the supply and delivery of Pneumatic Boiler Cylinders for a period of 5 years at Kendal Power Station.

2.1.1 Purpose

The purpose of this document is to provide the scope of work for the supply and delivery of pneumatic boiler cylinders for a period of 5 years at Kendal Power Station.

2.1.2 Applicability

This document shall apply throughout Kendal Power Station's.

2.2 Normative/Informative References

Parties using this document shall apply the most recent edition of the documents listed in the following paragraphs.

2.2.1 Normative

- [1] ISO 9001 Quality Management Systems
- [2] Quality Standard ISO9001:2008
- [3] ISO 14001:2004 - Environmental Management Systems
- [4] BS EN 10204:2004 Metallic Products: Types of Inspection Documents

2.2.2 Informative

- [1] 240-10565800 - Supplier Quality Management Specification
- [2] QM-58 - Supplier Contract Quality Requirements Specifications
- [3] *1017374 - Kendal Quality Manual
- [4] *1017357 - Non-Conformance, Corrective and Preventive Action
- [5] *1017401 - Integrated Risk Management Work Instruction
- [6] *1017482 - Control and Approval of Quality Plan
- [7] *1019284 - Personal Protective Equipment Work Instruction

- [8] *1015807 - SANS OHAS 18001:2011 Management System
[9] *1017372 - Occupational Health and Safety Hazard Identification Work instruction

2.3 Abbreviations

Abbreviation	Description
GO	General Overhaul
IR	Interim Repairs
NDT	Non-Destructive Tests
OHS	Occupational Health and Safety
QCP	Quality Control Plan
SHEQ	Safety Health Environment & Quality
WPS	Welding Process Specification

2.4 Definitions

Definition	Explanation
<i>Supplier</i>	In the context of this document, the " <i>Supplier</i> " will be regarded as the service provider who is authorised by the station to execute the specific work contained in this document
<i>Purchaser</i>	In the content of this document, the <i>purchaser</i> will be regarded as the Eskom power plant receiving the service from the <i>supplier</i>

2.5 Roles and Responsibilities

The *Supplier* is responsible for the entire *works* as prescribed in this Works Information.

The *Purchaser* is responsible to provide the design requirements as well as the scope of work.

2.5.1 Maintenance and Outage Department

- Ensure quality control of spares received at stores,
- Ensure reservation of spares required spares
- Develop a Kendal specific pneumatic cylinder spares management system,
- Forward planning to ensure stock availability
- Management of contract
- Inform contractor supplier of outage date and plan of installation and commissioning
- Ensure installation falls within the required outage/opportunity duration

2.5.2 Engineering Department

- Provide detailed technical expertise

2.5.3 Quality and Assurance Department

- Ensure quality control processes are in place.
- Ensure adherence to Eskom operating procedures, policies, guidelines and plant safety regulations
- Review and accept quality control plans

2.6 The Contractor 's Scope

2.6.1 General Requirements for the Works

- The *Supplier* procures raw material, fabricates, supply, delivers, and off-loads the pneumatic cylinder spares within a 5-year period at Kendal Power Station. This contract is on an 'as and when required' basis.
- The *Supplier* invites the employer for the Factory Acceptance Test of pneumatic cylinder where they are stroke checked and if the stroke is found to be out, corrections are done at the *Supplier* site.
- All positioners shall be supplied fully calibrated and complete with valid calibration certificates. Calibration certificates shall be submitted to the Employer prior to installation and commissioning.

2.6.2 Detailed Scope of Work

2.6.2.1 General

The following are all pneumatic cylinders and positioners to be supplied, included in the table are stock numbers, material descriptions and quantities.

Tale 1: *Supplier's* spares list

Item nr	Description	Quantity
0758281	POSITIONER, VALVE: TYPE: PNEUMATIC; SUPPLY PRESSURE: 20.7 - 103.4 KPA; INPUT: 24 V; SUPPL P/N: DS-AV120; MEDIUM INSTRUMENT AIR STROKE RANGE CAM SELECTION 25.4 - 101.6 MM LINEAR ROTARY ANGLE INPUT 90 DEGREES PNEUMATIC CONNECTION 1/4 NPT ON SUPPLY SIGNAL AND OUTPUT CONNECTION; VENDORS ARE RESPONSIBLE FOR ENSURING THAT THEY ARE PERFORMING AGAINST THE CORRECT DRAWING REVISION NUMBER (IF APPLICABLE). OEM Part No.: AV1.1.2.000	655
0174533	POSITIONER, VALVE: TYPE: ELECTROPNEUMATIC; SUPPLY PRESSURE: 20.7-103.4 KPA; INPUT: 4-20 MA; SUPPL P/N: AV1-12100; CONNECTION: NPT1/4; AV1 25.4 60 101.6MM; LINEAR; ROTARY INPUT 90DEG. VENDORS ARE RESPONSIBLE FOR ENSURING THAT THEY ARE PERFORMING AGAINST THE CORRECT DRAWING REVISION NUMBER (IF APPLICABLE). OEM Part No.: V18345.30.10.42001 (TZIDC)	60
0731510	WIND-BOX DAMPER PNEUMATIC CYLINDER: LP10 SERIES 2.5 X 5 CYLINDER. MATERIAL: SS 304. APPLICATION: PNEUMATIC CONTROLLED CYLINDER. VENDORS ARE RESPONSIBLE FOR ENSURING THAT THEY ARE PERFORMING AGAINST THE CORRECT DRAWING REVISION NUMBER. OEM Part No.: LP.10.V.1.0.0.0.3.0	600
0731509	BURNER TILT PNEUMATIC CYLINDER: STI SERIES 8 X 16. MATERIAL: SS 304. APPLICATION: PNEUMATIC CONTROLLED ACTING CYLINDER. VENDORS RE RESPONSIBLE FOR ENSURING THAT THEY ARE PERFORMING AGAINST THE LATEST REVISION NUMBER. OEM Part No.: LP.50.V.4.3.0.0.1.5	126

2.6.2.2 Corrosion Protection

The *Supplier* is required to provide the necessary coating required to preserve for storage purposes.

2.6.2.3 Codes and Standards

The design codes and standards which need to be adhered to are given below.

Governing

- (1) OHS Act - Occupational Health and Safety Act No.85 of 1993
- (2) 240-51544462 - Integrated Demand Management Supplier Contract Quality Requirements Specification
- (3) BS EN 10204:2004 Metallic Products: Types of Inspection Documents

Corrosion protection

- (1) 36-681 Eskom Protective Coating Standard

Configuration management:

- (1) 240-76992014 - Project/Plant specific technical documents and records management work instruction

2.6.3 Safety

Refer to SHEQ Policy statement 32-727 and the OHAS 18001

Eskom Safety and Health standards, specifications, directives and practices shall apply. The following legislations are applicable:

The *Supplier* shall comply with the health and safety legislation, and Eskom SHE standards/directives which shall include minimum:

- Occupational Health and Safety Act (No 85 of 1993) – included is the Construction Regulations.
- Eskom Construction safety health and environmental procedure 32-136.
- Compensation for Occupational Injuries and Diseases Act
- Eskom SHEQ Policy 32-727
- Eskom Life Saving Rules procedure 240-62196227
- Vehicle and Driver Safety Management procedure 32-93

2.6.4 Environment

Refer to SHEQ Policy statement 32-727 and ISO 14001

2.6.5 Risk Management

Risk assessment shall comply with the following documents:

- Kendal Quality Management Manual *1017374
- Kendal Integrated Risk Management Procedure *1017401

2.6.6 Product Preservation Requirement

The *Supplier* is responsible for ensuring that all products are preserved in their appropriate manner as described in their specifications or Eskom's preservation, shipping and transportation procedures as

applicable. The *Supplier* submits the preservation, shipping and transportation procedures to the *Purchaser* for review and acceptance. The *Purchaser* may choose to witness the packaging, loading and offloading of the products depending on their criticality, this will be indicated in the intervention points on the QCP / ITP document.

The *Supplier* also ensures that all storage requirements for products are properly implemented to preserve the products against adverse conditions, deterioration, damages, etc. Storage and preservation procedures for the different products must be submitted to the *Purchaser* for review and acceptance. The *Purchaser* may request to inspect the stored products at any given point during the storage period of the product.

3 Supply Requirements

Delivery Place: Kendal Power Station Stores Receiving.

Working Times: Monday – Thursday, 07:15 – 16:30 and Friday, 07:15 – 12:15.

Delivery Times: Monday – Thursday, 08:00 – 15:30 and Friday, 08:00 – 10:30.

Special after-hours and weekend deliveries may be requested during plant breakdowns and must be agreed in advance with the *Supply Manager*.

Delivery Notes: Each delivery must be accompanied by a delivery note referencing the Purchaser's Purchase Order number and the Contract number.

Packing & Preservation: Items shall be suitably packaged and preserved for long-term storage where required. Lifting points, centre of gravity and safe lifting instructions must be marked on heavy items.

Transportation & Insurance: The *Supplier* is responsible for transport to site and for insuring the goods in transit and until delivery and acceptance at Kendal Stores unless otherwise specified in the Contract Data.

Lead Times: The Supplier shall state lead times for each item in the tender submission. Emergency or breakdown supply requirements (call-off) must be stated with committed response and despatch times.

Partial Deliveries: Partial deliveries shall be permitted only with prior written agreement of the Purchaser.

4 Specification of the services to be provided

The Supplier shall provide the following services as part of the supply:

- Factory Acceptance Testing (FAT) and provision of FAT reports and certificates.
- Provision of installation, operation and maintenance manuals in English.

5 Constraints on how the *Supplier* Provides the Goods

5.1 Programming constraints

The *Supplier* is expected to supply a Program for all milestones as outlined on the Scope of Work to the *Supply Manager*. The Program must be updated within 2 days of a reported delivery delay and must be on PDF and Microsoft Project.

5.2 Work to be done by the Delivery Date

Delivery shall be deemed to have been achieved when the *Supplier* has:

- Manufactured the goods in accordance with the accepted drawings and specifications.
- Completed all tests and inspections required by Goods Information and provided the associated test certificates and FAT documentation.
- All supplied spares shall be packaged in such a manner that they will be transported and stored without damage.
- Where possible, packaging to be such that procured spares can be positively identified through the packaging. Where this is not possible, the packaging to be such that it allows opening and closing of packaging and still maintain the packaging integrity thereafter.
- All goods shall be delivered and offloaded at Kendal Power Station Stores Receiving or at the designated storage location, then undergo a Quality Control process, to ensure they meet the required standard and conform to requirements.
- Submitted all required documentation (delivery notes, test certificates, material certificates, manuals) to the *Supply Manager*.

5.3 Marking the goods

Each item shall be clearly marked with the Purchase Order number, Contract number, *Supplier* name, Material short description, Quantity, Delivery note number, item serial number (where applicable) and handling/lifting instructions. Markings shall be durable and remain legible during normal handling and storage.

5.4 Constraints at the delivery place and place of use

- 5.4.1 Only items stipulated in the *Purchaser's* Purchase Order will be accepted. The *Purchaser* reserves the right to inspect and reject goods which do not conform to the contract requirements. The *Supplier* shall advise the *Purchaser* in advance of any special offloading and lifting equipment required. The *Supplier* shall ensure compliance with site access, security and permit procedures.
- 5.4.2 Prior to delivery of goods, the *Supplier* should notify the *Purchaser* a day prior to make necessary arrangements for access to Kendal Power Station. The *Purchaser* will provide access to the *Supplier* when the *Supplier* intends or wants to deliver the goods.
- 5.4.3 *Supplier* must also take note of the following Eskom Life Saving Rules when delivering goods to site:
- **Rule 1:** Open, Isolate, Test, Earth, Bond, and/or Insulate before touch - that is any plant operating above 1 000 V.
 - **Rule 2:** Hook up at heights - no person may work at a height where there is a risk of falling.
 - **Rule 3:** Buckle up - no person may drive any vehicle on Eskom business and/or on Eskom premises unless the driver and all passengers are wearing seat belts. Eskom takes a ZERO TOLERANCE

attitude to drivers and passengers who do not wear safety belts when driving in any vehicle on Eskom business and/or Eskom premises. The violation of this very important safety rule as well as any safety rule while performing work for or on behalf of Eskom may result in Eskom terminating your obligation to perform work in terms of your contract with Eskom. All occupants must wear their safety belts properly, and must never put the shoulder belt under their arm or behind their backs. Drivers and all passengers must buckle-up at all times for the sake of themselves and their families.

- **Rule 4:** Be sober (no person is allowed to work under the influence of drugs and alcohol).
- **Rule 5:** Use a permit to work - where an authorization limitation exists, no person shall work without the required permit to work.

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

During off loading, the *Purchaser* shall assist with a forklift and overhead crane. The *Supplier* remains responsible for safe offloading.

5.6 Management meetings

Regular meetings of a general nature may be convened and chaired by the *Supply Manager* as follows:

Title and purpose	Approximate time & interval	Location	Attendance by:
Kick off meeting	At the start of the Contract	Kendal Power Station / MS Teams	<i>Purchaser</i> and <i>Supplier</i> Representatives.
Risk register	When the need arises	Kendal Power Station / MS Teams	<i>Purchaser</i> and <i>Supplier</i> Representatives.
Overall contract progress and feedback	Monthly on (date and time to be confirmed)	Kendal Power Station / MS Teams	<i>Purchaser</i> and <i>Supplier</i> Representatives.

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.

5.7 Documentation control

All documentation submitted by the *Supplier* shall be in English and in electronic (PDF). Drawings and documents shall be issued with revision status. The *Supplier* shall maintain a document register and provide controlled copies of drawings and inspection/test records to the *Supply Manager*. All documents submitted by the *Supplier* shall be of good quality and shall be subject to the *Purchaser's* approval.

5.8 Health and safety risk management

The principal contractor and all appointed contractors will comply with all the legislation, including Eskom health and safety procedures pertaining to this project minimum being:

3.1.1 Occupational Health and Safety act 85 of 1993 and Regulations

- 3.1.2 Compensation for Occupational Diseases and Illnesses Act 130 of 1993
- 3.1.3 Basic Conditions of Employment Act 75 of 1997
- 3.1.4 National Environmental Management Act 1998 (Act 107 of 1998).
- 3.1.5 Environment Conservation Act 1989 (Act 73 of 1989).
- 3.1.6 National Road Traffic Act 93 of 1996.
- 3.1.7 Project SHE Specification provided.
- 3.1.8 SANS Standards –Contractor shall use the relative standards applicable to the project.
- 3.1.9 Eskom Plant Safety Regulations
- 3.1.10 National Disaster Management Act Covid-19

5.9 Environmental constraints and management

The *Contractor* provide Eskom with the copy of:

- Environmental Policy in terms of ISO14001:2015
- A detailed signed Contractor's Environmental Management Plan (EMP) pertaining to site specific activities.
- Waste Management Plan

5.10 Quality

The contractor shall comply with the latest ISO 9001:2015 Quality management systems-requirements. The documented management system shall be available and implemented and effective as per the ISO 9001:2015 QMS standard requirements. The contractor shall meet the minimum requirements stated in the Eskom supplier Quality Management Specification 240-105658000 or QM-58 and ensure that all these requirements are met before contract award/execution as per the QM-58 such as Contract Quality Plan, QCPs and other related procedures or documented information which are required during tendering process.

5.11 Invoicing and payment

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 *Contractor* shall address the tax invoice to
Eskom Holdings SOC Ltd
Kendal Power Station
Private Bag X7272
Emalahleni
1035

The *Supplier* shall address the tax invoice to *Purchaser* and include on each invoice the following information:

- 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.
- 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;

All invoices must be submitted to invoiceseskomlocal@eskom.co.za after the goods have passed the Quality Control processes which include goods receipts.

5.12 Insurance provided by the *Purchaser*

As per Core Clause Z13.1 stated in C1.2 SC3 Contract Data (Data Provided by the *Purchaser*) of this NEC3 SC3 document.

5.13 Contract change management

Any changes to the scope, quantities, delivery dates or specifications shall be managed in accordance with the Contract's change control procedures and the NEC core clauses for compensation events. The *Supplier* shall notify the *Supply Manager* promptly of events which could give rise to a compensation event.

5.14 Records of Defined Cost, payments & assessments of compensation events to be kept by the *Supplier*

The *Supplier* shall keep full and accurate records of Defined Costs and other records required by the contract for a minimum period of five (5) years after final payment, or as specified in the Contract Data. Records shall be available for inspection by the *Purchaser* during normal business hours.

6 Procurement

6.1 Subcontracting

6.1.1 Preferred subcontractors

SDL&I to provide information.

6.1.2 Limitations on subcontracting

The *Supplier* shall remain fully responsible for the performance of all subcontracted work.

6.1.3 Spares and consumables

The *Supplier* shall provide details of recommended spares and supply initial quantities as priced in the Price Schedule.

6.1.4 Other requirements related to procurement

The *Supplier* shall comply with any socio-economic or local procurement requirements stated in the Contract Data.

6.1.5 Cataloguing requirements by the *Supplier*

The *Supplier* shall notify the *Purchaser*, if changes do occur on the material part numbers or specifications.

7 List of drawings

7.1 Drawings issued by the *Purchaser*

The drawings will be provided at request, if available, otherwise a sample will be provided.

C3.2 *SUPPLIER'S* GOODS INFORMATION

This section of the Goods Information will always be contract specific depending on the nature of the *goods* and *services*.

It is most likely to be required for supply contracts where the tendering supplier will have proposed specifications and schedules for the *goods* and *services*, which once accepted by the *Purchaser* prior to award of contract now become obligations of the *Supplier* per core clause 20.1.

This section could also be compiled as a separate file.
