**PROVISION FOR RENTAL FOR THE 3 x 18-TON AND 3 x 32-TON FORKLIFTS AT THE MULTI-PURPOSE TERMINAL, PORT OF SALDANHA, FOR TRANSNET SOC LTD (REGISTRATION NO. 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS [HEREINAFTER REFERRED TO AS "TPT"] FOR A PERIOD OF TWELVE (12) MONTHS ON A DRY RATE.**

| No. | Assessment Item | | | TPT | WHEN | FREQUENCY | KPI | MEASUREMENT | COMMUNICATION MODE / FORMAT | SENT TO | MEASUREMENT WEIGHT | MEASUREMENT MONTHLY RATING SP | Total RATING SP | MEASUREMENT WEIGHT | MEASUREMENT MONTHLY RATING TPT | Total RATING TPT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Deliverables | 45 Points | Compliance to lead time on call-outs to site. (planned and emergency requests) | x | As and When required | as and when required | Service Provider to ensure that technical team is mobilised to respond to call-outs as per the contractual conditions (2 hours). | No. of NCRs raised due to late arrival of the technical team | Email | End -User | 10 | | 0 | | | |
| | | | Compliance to the availability of Forklifts as per the contractual requirements | x | As and When required | as and when required | Service Provider to comply to the requiement of providing forklift(s) as per the contractual agreement | No. of NCRs raised due to failure of the service provider in providing required Forklift(s) at any given time as per the contractual agreement | Email | End -User | 10 | | 0 | | | |
| | | | Compliance of Forklifts in terms reliabilty and fit for duty (valid load test certificate) | x | Monthly / Quarterly | as and when required | Service provider to ensure that forklift(s) used at TPT Saldanha site are maintained, serviced and fit for purpose and thereby complying to the contractual requirements | Number of NCs raised due to poor quality Forklift(s) and breakdowns that span more than four (4) hours to repair. as well as premature failure of forklift(s) equipment. | Email | End -User | 10 | | 0 | | | |
| | | | Maintain a comprehensive and current up to date safety file with Business Licences, Certificate of acceptability and insurance Policy | x | Monthly / Quarterly | as and when required | File is maintained and updated with all information | 100% records available on request by TPT | Email | End -User | | | 0 | 40 | | |
| | | | Service provider to comply to TPT safety standards | x | Weekly | as and when required | Service provider to enforce a safety culture within its employees and partners | No. of NCRs or incidents reported which indicates the service provider's poor safety practices | Email | End -User | 5 | | 0 | | | |
| 2 | Safety Requirements and Insurance Policy | 40 Points | a)are SP's Emplyees inductions conducted and are updated for the duration of the contract | x | Duration of Project | Update records as and when required | Detailed timeous and accurate data | Occupational Health and Safety Act 85 | Hand deliver/E-Mail | SHEQ Manager / End - User | 10 | | 0 | | | |
| | | | b)are SP's Employees Medical Valid and are updated for the duration of the contract | x | as and when required | All new employees must be inducted prior to working on TPT's premises | Annualy | Submit accurate records of all employees inducted prior to any work done on all premises of TPT | Telephonically and reduced to writing | SHEQ Manager / End - User | 10 | | 0 | | | |
| | | | Contractor Compliance SHE File within accordance with File Contractor Compliance File Approval Checklist TPT-IMS-SLDT-CL-014-001.1 and in line with relevant applicable specifications as per respective TRN-IMS-GRP-GDL 014.2 Contractor Specification Guidelines. | x | At the beginning of the contract | Update records as and when required | Detailed timeous and accurate data | Occupational Health and Safety Act 85 | Hand deliver/E-Mail | SHEQ Manager / End - User | 10 | | 0 | | | |
| | | | The service provider shall ensure that for the duration of the contract with TPT; the equipment utilized are in a safe operational condition with safety workload test certificatesprovided as stipulated in the Occupational Health and Safety Act, 1993 (Act 85 of 1993) Driven Regulation 18.6; and also includes the service of fire extinguishers. | x | Duration of Project | Update records as and when required | 48Hrs to provide correct certifcate when requested | Provision of correct certificates | Hand deliver/E-Mail | SHEQ Manager / End - User | 5 | | 0 | | | |
| | | | The service provider shall ensure that for the duration of the contract with TPT; that insurances stipulated on section 5.10 of the Works Information are valid and copies have been submitted to TPT | x | Duration of Project | Once-off | 48Hrs to provide correct certifcate when requested | Provision of correct certificates | Hand deliver/E-Mail | SHEQ Manager / End - User | 5 | | 0 | | | |
| 3 | Invoicing and Payments | 5 Points | a) SP to Invoice TPT and submit with supporting documentation for all activities undertaken to execute agreed services | x | credit note to be included with the invoice of the s | Monthly | Submit accurate invoice(s) with clear item details, and supporting documentation. Provide a monthly statement to reflect all payments made and outstanding. | 100% on time submission of invoices with accurate and reconciled supporting documents. Monthly statement to support invoices. | Monthly statement and hard copy of invoice(s) with supporting documentation hand delivered monthly. | Relevant Finance Department | 3 | | 0 | | | |
| | | | b) Receive and check documentation, arrange electronic payment, and TPT Finance to advise Service Provider via remittance advice of payment details. (Payment Turnaround Time) | x | Documents submitted during the month will be paid as per agreed payment plan. | Monthly | Authorisation of invoices for payment as per payment plan. | Monthly statement to confirm payment of invoices. | Telephonic and e-mail to facilitate payment queries. | Service Provider's Finance Dept | | | 0 | 40 | | 0 |
| | | | c) Credit Note based on the days lost due to pro-longed machine breakdowns . | x | 10 Business day | Monthly | Pro-rated invoice discounting the days machine was out of operations | Monthly statement to confirm discounted amount. | E- Mail | Relevant Finance Department | 2 | | 0 | | | |
| 4 | Reporting | 5 Points | Reporting and Addressing matter or challenges that arise during the period of the contract. | x | Anytime | Anytime | Report to be submitted as and when arise to the Project Manager | Improve reliability of equipment | E-Mail | Project Manager | 5 | | 0 | 20 | | 0 |
| | NON CONFORMANCE | 5 | Replacement of parts that failed within the period | x | as per NCR issued | As and when required | Report to be submitted as and when arise to the Project Manager | Machine Availability/ 100% comppliance | E-mail and Machine repairs Jobcard | Project Manager | 3 | | 0 | | | |
| | | | Response time when issued with NCR's | x | NCR Response to TPT followed by addressing | As and when required | Responding ro Non-cpmpliance issues with time and proving a solution for each NCR raised | 100% compliance | E-Mail | Sheq Dpt, SCM and Project Manager | 2 | | 0 | | | |
| | The Score Legend | | | 1 = POOR (Below 60%) | 2 = Not Acceptable | 3 = GOOD (70% - 85%) | 4 = EXCELLENT (86% - 100%) | | | | 90 | | 0 | 100 | | 0 |

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| | For Transnet SOC Ltd t/a Transnet Port Terminals | | | | Servicer Provider : | | | | | | | | | | | | |
| | Name: | | | | Name: | | | | | | | | | | | | |
| | Designation: | | | | Designation: | | | | | | | | | | | | |
| | Date : | | | | Date : | | | | | | | | | | | | |
| | Signature: | | | | Signature: | | | | | | | | | | | | |