

FOSKOR



FOSKOR (PTY) LIMITED

SCOPE OF REQUIREMENTS

TO

ON-SITE MAINTENANCE OF TYRES AND TYRE CHAINS

DOCUMENT- AND SERVICE CONTRACT APPROVAL		
FOSKOR OFFICIAL	SIGNATURE	DATE
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FOSKOR (PTY) LIMITED

SCOPE OF REQUIREMENTS FOR ON-SITE MAINTENANCE OF TYRES AND TYRE CHAINS

1. INTRODUCTION

Foskor (Pty) Ltd. is an opencast mining and beneficiation operation situated in Phalaborwa. The core business of the Phalaborwa operation is the mining and beneficiation of phosphate rock. (The Foskor operation situated in Richards Bay is primarily a producer of phosphoric acid, phosphate based fertilizers and lower volumes of sulphuric acid)

As part of its mining and beneficiation operations Foskor has a large fleet of light- and medium vehicles and earth moving machines and equipment. In order to maintain the fleets' tyres and chains the services of an on-site service provider to maintain the tyres- and tyre chains of light- and medium vehicles and for OTR (Off The Road) earth moving machines and equipment.

2. SCOPE

This scope covers the minimum specifications and requirements to provide an on-site service to maintain the tyres- and tyre chains of light- and medium vehicles and for OTR earth moving machines and equipment. The service provider must also be prepared to provide the service after normal working hours and over weekends or public holidays.

Any additional specifications, terms, conditions or guarantees not mentioned in this scope may be brought to Foscors attention on the official tender.

(It is the responsibility of the BIDDER to evaluate the Foskor site and actual working conditions. A site visit can be arranged.)

3. BASIC REQUIREMENT

This is a service contract; it is expected from the successful bidder/service provider to provide a full-time on-site tyre maintenance team consisting of five (5) tyre fitters that are trained and experienced in the maintenance of tyres and tyre chains for the following vehicles and earth moving equipment:

CLASS OF VEHICLE / MACHINE:	FLEET SIZE:
Komatsu WA1200 Front-End-Loader (Chained)	2
Komatsu WA800 Front-End-Loader (Chained)	2
Komatsu 730E 180-Ton Haul Trucks	14
Komatsu HD785-7 90-Ton Haul Trucks	4
CAT 789D 180-Ton Haul Trucks	4
ADT, Graders, FEL, Mobile cranes, etc.	28
LDV and light passenger vehicles	151
Commercial vehicles and fixed chassis trucks	28
Solid tyred forklifts and mobile personnel lifts	11

NOTE: Chain maintenance will only consist of hole repairs, replacing links and minor maintenance requirements. Chain fitments, removals and adjustments will be performed by the chain OEM/Supplier.

The tyre maintenance team will work on-site under the direct supervision of the Foskor tyre maintenance workshop supervisor.

Because Foskor is a 24/365 operational mine, it will be expected that the tyre maintenance team may from time-to-time be required to work overtime and/or over weekends.

IMPORTANT NOTICE

BIDDER TO ENSURE THAT ALL ITEMS MENTIONED IN THIS SCOPE HAVE BEEN READ, IS UNDERSTOOD AND PROVIDED FOR.

TO ENSURE THAT THE BIDDER SUBMITS A VALID QUOTE AND TO ASSIST WITH THE TENDER EVALUATION PROCESS, BIDDER TO COMPLETE AND PROVIDE ALL INFORMATION AS REQUESTED IN THE FOLLOWING TABLES:

10.1 MANDATORY SUPPLY ITEMS AND INFORMATION

10.2 TECHNICAL EVALUATION

OMISSION OR FAILURE TO INCLUDE OR TO INDICATE THAT EACH AND EVERY MANDATORY REQUESTED ITEM, REQUIREMENT, SPECIFICATION OR REQUESTED INFORMATION WILL BE PROVIDED FOR WILL RESULT IN IMMEDIATE REJECTION OF QUOTATION OR BID (Paragraph 10.1).

**ANY BID/QUOTATION WITH A TECHNICAL SCORE OF LESS THAN 70% WILL NOT BE CONSIDERED.
(Paragraph 10.2)**

**INFORMATION PROVIDED (Paragraphs 10.1 and 10.2) MUST BE DETAILED, CLEAR AND CONTAIN SUFFICIENT INFORMATION TO ENABLE THE BID EVALUATION COMMITTEE TO MAKE A DECISIVE ASSESSMENT.
DO NOT TICK (✓), USE THE WORD "YES" OR SIMILAR SHORT STATEMENT.**

4. MINIMUM PRE BID QUALIFICATION CRITERIA AND -REQUIREMENTS

The bidder/supplier (Company) must be a recognized service provider for the REPAIR-, MAINTENANCE- and EXAMINATION- of tyres- and tyre chains of light- and medium vehicles and for OTR earth moving machines and equipment and must comply with the following mandatory pre-qualification criteria and -requirements before any bid will be considered for technical- and/or commercial evaluation and assessment.

Provide the following supporting information on an official company letterhead, -brochure or similar document:

- a) Must be a recognised service provider in the REPAIR-, MAINTENANCE- and EXAMINATION- of tyres- and tyre chains of light- and medium vehicles and for OTR earth moving machines and equipment.
(Provide details: Company description/profile, photos, list of services and products, address, number of employees, organogram structure, turnover, etc.)
- b) Must have in the past three (3) years successfully managed at least three (3) same or similar tyre maintenance service contracts.
(Provide details of at least three (3) of the same or similar tyre maintenance service contracts awarded in the past three (3) years. Provide description of service, contract value, client name and -contact person, dates/period of contract, etc).
- c) Must have in its employ fully trained and qualified tyre- and tyre chain maintenance fitters for of light- and medium vehicles and for OTR earth moving machines and equipment.
(Provide detailed CV (Curriculum Vitae) of all employees that will be allocated to this contract. Names, qualifications and tyre maintenance training, safety certificates and experience regarding tyre- and tyre chain maintenance as required for this service contract, including operational experience of a tyre handler machine)
- d) Must have an approved maintenance- and management procedure and quality control plan for OTR tyres and chains.
(Provide copy of tyre and chain maintenance/management procedure and quality control plan (Including tyre management report) that will be used on-site at Foskor)
- e) CIPIC certificate (Companies and Intellectual Property Commission) as a service provider in the repair- and maintenance of OTR tyres and chains.
(Provide certificate)

5. SERVICE PROVIDER ROLS AND RESPONSIBILITIES

- a) Provide a full-time on-site tyre- and chain maintenance team consisting of the following:
- FIVE (5) qualified and experienced tyre fitters.
 - TWO (2) of the above-mentioned tyre fitters will be required to write and pass the Foskop 2.9.2 legal examination within 30 days after being awarded this contract.
 - ONE (1) of the above-mentioned tyre fitters will be appointed as MHSA (Mines Health and Safety Act) Regulation 2.9.2 site supervisor.
TAKE NOTE:
 - Second 2.9.2 trained employee must be available to act as MHSA Reg 2.9.2 supervisor in the absence of the full time appointed 2.9.2 supervisor.
 - Functionally the service providers' 2.9.2 appointee will report to and work under the direct supervision of the Foskop Truck and Tyre workshop 2.9.2 appointed supervisor.
 - Legislatively, the service providers 2.9.2 appointee will report to the responsible Foskop 2.6.1 and 2.13.1 MHSA appointees.
 - Any TWO (2) of the above-mentioned team members must always be authorised to operate the Foskop tyre handler.
 - Normal working hours: Monday to Thursday 06:15 – 15:30 (Tea time 09:00 – 09:15 and Lunch 11:30 – 12:00)
Friday 06:15 – 12:30 (Tea time 09:00 – 09:15 and Lunch 11:30 – 12:00)
 - Because Foskop is a 24/365 operational mine, ensure that the tyre maintenance team is available to, from time-to-time, work after normal working hours (Overtime work) to complete tasks at hand.
- b) Ensure that TWO (2) of the qualified and experienced tyre fitters are on standby and available to assist with work requests after normal working hours, over weekends and on public holidays.
Must be on-site within 45-minutes after receiving a request/call-out.
- c) Ensure that the tyre- and chain maintenance team report daily (Monday to Friday at 06:15) to attend the Tyre workshops' MBA (Minin Business Area) meeting to receive daily updates on operational conditions and to receive daily instructions. Names and contact numbers of persons on standby must be provided to the Foskop Tyre workshop supervisor.
- d) Provide and comply with a maintenance- and management procedure and quality control plan for OTR tyres and chains.
- e) Provide the on-site tyre- and chain maintenance team with a service vehicle able to access mobile equipment requiring tyre/chain maintenance within the Foskop site (Mine open pits-, ore beneficiation plant- and tailings dam areas) and restricted areas in accordance with the requirements of item 7. LEGISLATIVE- AND REGULATORY REQUIREMENTS, paragraphs f and g.
- f) Ensure that all his/her on-site employee/s have been authorised by a Foskop regulation 2.13.1 appointee to:
- Perform job specific hazard identification and risk assessments (Foskop Annexure 1.3)
 - Perform lockout procedures (Foskop Annexure 53.2)
 - Any other Foskop activity requiring authorisation as deemed applicable by a Foskop representative.
- g) Provide a monthly inspection and -report on the tyre/chain conditions of all on-site OTR vehicles, machines and equipment. The report must contain an analysis of tyre failures (i.e. normal wear, side cuts, tread damages, punctures, etc), percentage (%) wear, hours done, remaining tyre/chain life (hours), recommended replacements, etc. Service provider standard report may be used.
- h) Ensure that the work permit remains valid and up to date.
- i) Ensure that the safety file remains valid, a working document and up to date. File must always be available for inspection by a Foskop official.
- j) Ensure that minimum employee training requirements remain valid in accordance with the requirements of item 8. PERMIT TO WORK, paragraph h.
- k) If required, provide for the on-site tyre- and chain maintenance team members' travelling and transport, accommodation, meals, allowances and every item of expense required to accommodate them locally within the Ba-Phalaborwa municipal area.
- l) All administrative requirements.
- m) All required PPE (Personal Protective Equipment). Minimum high visibility work jacket and -long trousers, metal capped safety boots, safety cap and eye and ear protection. (Must provide sufficient PPE to ensure that garments can be washed regularly to ensure employee health and well-being).
- n) Ensure that registration under the Compensation for Occupational Injuries and Diseases Act remains valid.
- o) Ensure that SARS letter of good standing remains valid.

- p) Ensure that his employees are briefed, trained, physically, emotionally and mentally fit and issued with the necessary PPE to perform the duty in accordance with the requirements of item 7. LEGISLATIVE- AND REGULATORY REQUIREMENTS, paragraphs e, h and i.
- q) Maintain and manage the on-site tyre maintenance workshop in a clean, tidy and safe condition in accordance with all applicable legislative requirements and applicable FOSKOR standards and procedures as contained in its COP (Compendium Of Procedures) and SOP (Standard Operating Procedures).
- r) Comply with all applicable legislative-, FOSKOR's COP and -CTD-, and SANS requirements.
- s) Comply with all applicable environmental legislative-, FOSKOR's COP and -CTD-, and SANS requirements.
- t) Ensure good- and regular communication and cooperation with all appointed FOSKOR officials.
- u) Ensure compliance with item 7. LEGISLATIVE- AND REGULATORY REQUIREMENTS.
- v) Ensure compliance with item 8. PERMIT TO WORK.

6. FOSKOR ROLLS AND RESPONSIBILITIES

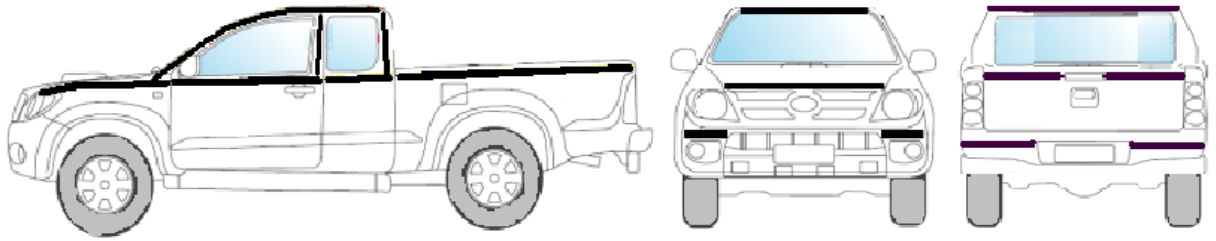
- a) Provide fully equipped tyre workshop with all the tools and equipment required for tyre- and tyre chain maintenance.
- b) Provide tyre handler mobile machine for use by service providers trained and authorized persons.
- c) Provide all the necessary replacement tyres, spares, components, consumables and every item of expense required to successfully carry out tyre- and tyre chain repairs.
- d) Provide, install, commission and maintain service providers vehicle with a mine approved CAS (Collision Avoidance System)
- e) Provide change house and ablution facilities.
- f) Provide electrical power and potable water.

7. LEGISLATIVE- AND REGULATORY REQUIREMENTS

- a) The successful or appointed service provider shall comply with:
 - i. The Mines Health and Safety Act with Regulations (Latest revision)
 - ii. The National Road Traffic Act with Regulations (Latest revision)
 - iii. All applicable national and international legislative requirements and regulations.
- b) Unless otherwise stated in this document, the successful or appointed service provider shall comply with the latest revisions of the following SANS standards and related documents:
 - i. SANS 765 Off-the-road (OTR) tyres- Earth-moving tyres for earth-moving machinery - Repairs and retreading
 - ii. SANS 1550-1 Motor vehicle tyres and rims - Dimensions and loads Part 1: General
 - iii. SANS 1550-2 Motor vehicle tyres and rims - Dimensions and loads Part 2: Passenger car tyres.
 - iv. SANS 1550-3 Motor vehicle tyres and rims - Dimensions and loads Part 3: Commercial vehicle tyres.
 - v. SANS 1550-4 Motor vehicle tyres and rims - Dimensions and loads Part 4: Motorcycle and scooter tyres.
 - vi. SANS 1550-5 Motor vehicle tyres and rims - Dimensions and loads Part 5: Off-the-road vehicle tyres.
 - vii. SANS 1550-6 Motor vehicle tyres and rims - Dimensions and loads Part 6: Agricultural vehicle tyres.
 - viii. SANS 1550-7 Motor vehicle tyres and rims - Dimensions and loads Part 7: Industrial vehicle tyres.
 - ix. SANS 1550-10 Motor vehicle tyres and rims - Dimensions and loads Part 10: Rim contours.
 - x. SANS 4250-3 Earth-mover tyres and rims Part 3: Rims
 - xi. SANS 10212 The roadside roadworthiness assessment of motor vehicles
 - xii. SANS 10408 Repairs to tyres for motor vehicles, tubes and valves
 - xiii. ARP 007 The care, maintenance and use of motor vehicle tyres and rims (incorporating TREDCO guidelines)
- c) The successful or appointed service provider shall comply with the latest revisions of the following FOSKOR COP's (Compendium of Procedures) (COP's, policies and procedures are available on request):
 - i. COP 1 Risks and opportunities management
 - ii. COP 8 Mandatory COP for mitigation and management of Covid-19
 - iii. COP 17 Mobile, Technical and Process Training
 - iv. COP 18 Permit to work.
 - v. COP 25 Control of externally provided products and services.
 - vi. COP 43 Mandatory COP for occupational program on thermal stress
 - vii. COP 52 Machine guarding
 - viii. COP 53 Lock Out System and Usage
 - ix. COP 56 lifting Machinery and Lifting Tackle

- x. COP 58 Hazardous chemical and substance control
 - xi. COP 59 Mandatory COP for the operation of Trackless Mobile Machinery
 - xii. COP 60 Portable electrical equipment
 - xiii. COP 65 Personal protective equipment
 - xiv. COP 86 Mandatory COP for occupational health program on noise
 - xv. COP 96 Working at Heights
 - xvi. COP 99 Mandatory COP for risk-based fatigue management
 - xvii. Any other Foscok safety, health and quality policies and procedures deemed applicable by a Foscok representative.
 - xviii. All other Foscok procedures and policies applicable to the successful application of this contract.
- d) The successful or appointed service provider shall comply with the following Environmental Specifications, Policies and Procedures:
- i. COP 41 Housekeeping and workplace organisation
 - ii. COP 49 Waste Management
 - iii. COP 51 Resource conservation, energy and materials
 - iv. COP 70 Storage of petroleum products and other hazardous material
 - v. National Environmental Management Act 107 of 1998 (NEMA)
 - vi. National Environmental Management Waste Act 59 of 2008 (NEMWA) as amended.
 - vii. The successful service provider shall include in his/her SAFETY FILE, and comply with, the following documents:
 - Environmental Aspect and Impact Register (Applicable to this contract).
 - Environmental Objectives and Targets (Applicable to this contract).
 - Waste Management Plan (Applicable to this contract).
 - FOSKOR Atmospheric Emissions License (Copy available on request)
 - FOSKOR Waste Management Licence (Copy available on request)
 - FOSKOR Water Use Licence (Copy available on request)
 - viii. Any other Foscok environmental policies and procedures deemed applicable by a Foscok representative.
- e) The successful or appointed service provider shall ensure that all his/her on-site employees have been authorised by a Foscok regulation 2.13.1 appointee to:
- i. Perform job specific hazard identification and risk assessments (Foscok Annexure 1.3)
 - ii. Perform lockout procedures (Foscok Annexure 53.2)
 - iii. Operate lifting equipment and lifting tackle (Foscok Annexure 56.17)
 - iv. Operate trackless mobile machinery service provider employees (Foscok Annexure 59.7B)
 - v. Any other Foscok activity requiring authorisation as deemed applicable by a Foscok representative.
- f) The service provider shall provide the on-site tyre- and chain maintenance team with a service vehicle able to access mobile equipment requiring tyre/chain maintenance within the Foscok site (Mine open pits-, ore beneficiation plant- and tailings dam areas) and restricted areas. The vehicle shall be:
- i. Equipped and capable of travelling on rough, uneven, and sometimes wet, muddy and slippery gravel surfaces (**Recommend 4X4 double cab**).
 - ii. Fitted with an internally or externally mounted ROPS safety cell that has been designed, fabricated, tested and certified to comply with the requirements of ISO 3471:2008 - EARTH-MOVING MACHINERY – ROLL-OVER PROTECTIVE STRUCTURES or similar specification.
 - iii. Fitted with seatbelts in accordance with the National Road Traffic Act, Regulation 213. (Seatbelt construction and anchorage must comply with SANS standards 1430 and 10168)
 - i. Fitted with an intermitting sounding reverse hooter.
 - ii. Fitted with heavy duty towbar with standard ball-type attachment to tow mobile air compressor.
 - iii. Be issued with a valid illumination certificate.
 - iv. Fitted with an amber LED strobe light mounted in the center of the vehicle roof, rear window protector or cab guard.
 - v. Vehicle to be provided with two heavy duty stop-blocks (Chock blocks)
 - vi. Fibreglass flagpole (buggy whip) and reflective flag.
 - vii. In accordance with the requirements of the National Road Traffic Act, vehicle to be supplied with a set (2) of emergency warning triangles securely mounted and easily accessible in the driver's cab.
 - viii. Vehicle to be supplied with a 9.0kg charge, SANS approved, dry powder, 40% Mono Ammonium Phosphate, 45% Ammonium Sulphate and 0% Calcium Carbonate based fire extinguisher with scrubber valve behind gauge. Fire rating 3A:3B.

- ix. Vehicle shall be provided with conspicuity marking strips (Tape) as follows (3M Diamond grade. Front white, rear red and sides yellow):



- g) The appointed service provider shall, before entering and operating a vehicle on the Foskor premises:
- Obtain permission from the Foskor Safety & Security manager to operate his nominated service vehicle/s on the Foskor site. (Forms will be provided)
 - Obtain a certificate of fitness from the Foskor Light Vehicle maintenance workshop supervisor or appointed Foskor inspector for his nominated service vehicle/s. Inspections conducted daily between 08:00 and 08:30 and between 13:30 and 14:00 (Excl Fridays) at the Light Vehicle Maintenance workshop. To accompany the vehicle:
 - Valid illumination certificate
 - Valid brake test certificate
 - Submit the above permission and COF in at the main security office for issue of a vehicle access disk.
 - Ensure that his service vehicles have been inspected (Daily) in accordance with the Foskor standard (COP 59) to ensure that they are safe and fit for use. (Forms will be provided)
 - See Foskor COP 59, Trackless Mobile Machinery for details.
- h) Before entering and operating a service vehicle (Own vehicle) on the Foskor site, the appointed service provider shall ensure that his:
- Driver/s are in possession of a valid national driver's licence for the specific class of vehicle, has been tested by the Foskor mobile equipment training centre and authorised by a Foskor MHSA (Mines Health and Safety Act) regulation 2.13.1 appointee for the class of vehicle to be used on site.
 - Driver/s have been tested by the Foskor mobile equipment training centre and authorised by a Foskor MHSA (Mines Health and Safety Act) regulation 2.13.1 appointee to operate a vehicle in the mining open pit operational areas, on the tailing's dams and Phosphate/Magnetite dispatch areas (Restricted or red-flag areas).
(Contact the Foskor mobile equipment training centre on 015 789 2840 to make an appointment for competence testing and authorisations)
- i) Before entering and operating/working on the Foskor site the appointed service provider shall ensure that his driver/workmen are:
- Briefed on the required task and have been informed of any abnormal conditions/situations.
 - Physically, emotionally, and mentally fit to perform their duty.
 - Issued with the necessary PPE (Personal Protective Equipment) to safely operate his service vehicles and perform the duty of maintaining, servicing, inspecting and testing mobile equipment tyres and chains.
 - Before commencement of work:
 - All tools and equipment have been inspected and tested to be in a good and safe working order.
 - All workmen have participated in the completion of a standard Foskor site risk assessment (Commonly known as a HIRA or Hazard Identification and Risk Assessment) and taken appropriate actions to mitigate any identified hazards.
- j) Although every effort has been made to ensure that the information contained within this document is correct, it remains the responsibility of the bidder to verify actual status and -site conditions. (A site visit can be arranged)

8. PERMIT TO WORK

Before any on-site work under this contract may commence, the appointed or successful service provider shall obtain from Foskor a PERMIT TO WORK. The following guidelines are provided to assist the appointed service provider in obtaining a PERMIT TO WORK. (See Foskor COP 28, Permit to work and COP 25, Service provider control for details):

- The PERMIT TO WORK can be obtained from- and on completion returned to the Legal Administrator, Foskor Safety department.
- Obtain a contract number from the Foskor procurement department.

- c) Appoint a subordinate manager in accordance with Regulation 2.6.1 and an on-site supervisor in accordance with Regulation 2.9.2 of the Mines Health and Safety Act.
 - i. The appointed subordinate manager and -supervisor shall be required to write and pass the Foskop 2.6.1 and 2.9.2 legal examinations within 30 days after being awarded this contract.
 - ii. Attend a hour long legal exam briefing any Thursday between 08:00 and 09:00 at the Security training hall.
 - iii. Write legal examination any Friday between 07:30 and 10:30 at the Security training hall. (Please book)
 - iv. Copies of the service providers 2.9.2- and 2.6.1 training records and appointment letters to be attached to the PERMIT TO WORK.
- d) Provide a name list, including ID numbers, residential and postal addresses and telephone numbers of all of the appointed service providers' on-site employees.
- e) All of the appointed service providers' on-site employees shall undergo a full medical examination at the Foskop on-site Clinix Clinic.
 - i. The clinic can be contacted at 015 789 2544 for an appointment.
 - ii. Proof of Payment (PoP) is required prior to booking.
 - Short term medical surveillance, valid 30 days R250/person
 - Transfer medical surveillance R250/person
 - Fitness to work/case management R250/person
 - Full medical for entry, periodic and exit R450/person
 - Banking details: CLINIX HEALTH GROUP
STANDARD BANK
BRANCH CARLTON CENTRE 002305
ACCOUNT NUMBER 001170686
 - iii. X-Ray of chest required from local Phalaborwa supplier at R250/person. The Foskop on-site clinic can arrange transportation if required.
 - iv. The service providers' employees MUST DISCLOSE ALL MEDICAL CONDITIONS to the Foskop medical practitioner.
 - v. All female service provider employees that are pregnant or suspect that they could be pregnant must notify the Foskop medical practitioner.
 - vi. All NEW employees and employees LEAVING the service of the appointed service provider must undergo a Foskop entry- and exit medical examination (Employees appointed or that resign after the PERMIT TO WORK Has been finalised)
- f) The appointed service providers' designated on-site drivers shall receive competence testing and authorisation to operate vehicles on the Foskop site (See item 7. LEGISLATIVE AND REGULATORY REQUIREMENTS, paragraph h).
- g) All of the appointed service providers' employees shall receive/have received training in:
 - i. First aid level 1 (Provide own training)
 - ii. Basic Health & Safety Principals (Provide own training)
 - iii. HIRA (Provide own training)
 - iv. Basic firefighting. (Provide own- or receive Foskop training, contact 015 789 2531 to book)
 - v. Lock out. (Provide own- or receive Foskop training, contact 015 789 2531 to book)

All training not provided by Foskop must be verified by the Foskop training superintendent Mr. Johan Fouche. Please contact him on 015 7789 2525 to make an appointment or alternatively email proof of training and certificates to johanfo@foskor.co.za to confirm compliance before requesting his approval on the PERMIT TO WORK.
- h) All of the appointed service providers' on-site employees shall receive the basic Foskop site induction training at the Foskop Security office.
- i) All of the appointed service providers' on-site employees shall receive site specific induction training provided by the Foskop area Regulation 2.6.1 appointee/s.
- j) A BRA (Baseline Risk Assessment) shall be completed for ALL "typical" tasks that will be completed under this contract. BRA to be signed by all service provider employees. Make use of Foskop's own BRA document, Annexure 1.2, contained in of COP 1, Foskop risk management (Available on request)
- k) Attach a one-page SCOPE OF WORK describing the required task and -outcome of this contract.
- l) All Foskop's appointed MHSA Regulation 2.9.2, 2.6.1, 2.13.1, 3.1.A managers and listed officials must undersign/approve the PERMIT TO WORK.
- m) Registration and proof of payment under the Compensation for Occupational Injuries and Diseases Act, no. 130 of 1993. Registration number must be provided.

- n) SARS issued tax clearance certificate.
- o) All relevant documentation and/or evidence of compliance must be attached to the PERMIT TO WORK.
- p) Upon successful completion and approval of the PERMIT TO WORK the security department will issue the appointed service providers' employees with access ID cards valid for 12 months.
- q) Any other documents, certificates or records as requested by a Foscok official deemed necessary to ensure that all safety, legislative and administrative requirements have been met must be attached to the PERMIT TO WORK.
- r) The appointed service provider must allow at least three to ten working days to complete all the PERMIT TO WORK requirements.

9. SAFETY FILE

Before any work may commence, the appointed service provider must, IN CONJUNCTION WITH THE FOSKOR SAFETY DEPARTMENT, compile a SAFETY FILE specifically for THIS contract. Contact the area responsible safety representative (Available on request), or attend the monthly service providers meeting every 2nd Monday of the month (3rd Monday if 1st or 2nd Monday a public holiday) at 13:30 in the Foscok Plant Training Hall)

The SAFETY FILE must always be available for inspection by a Foscok official.

10. COMMERCIAL and BID ASSESSMENT

It remains the responsibility of the bidder to ensure that the above-mentioned specifications and requirements have been read, is understood and provided for in the official quotation.

To assist the bidder and to ensure that all items listed in this SCOPE have been provided for, and to assist with the tender evaluation process, the bidder is required to complete following tables.

**DO NOT OMIT ANY INFORMATION AS REQUESTED IN THE TABLES BELOW
INFORMATION AND DETAILS MUST BE PROVIDED FOR EACH ITEM.
ATTACH AND REFERENCE IF SPACE INSUFFICIENT**

**INFORMATION PROVIDED MUST BE DETAILED AND CLEAR AND CONTAIN SUFFICIENT
INFORMATION TO ENABLE BID EVALUATION COMMITTEE TO MAKE A DECISIVE
ASSESSMENT.**

DO NOT ONLY TICK (✓) OR USE THE WORD YES.

**FAILURE NOT TO PROVIDE FOR ALL MANDATORY REQUESTED ITEMS OR
INFORMATION WILL RESULT IN IMMEDIATE REJECTION OF QUOTE OR BID**

10.1. MANDATORY SUPPLY ITEMS AND INFORMATION

1.	As per PRE-BID QUALIFICATION CRITERIA: Be a recognised service provider in the REPAIR-, MAINTENANCE- and EXAMINATION- of tyres- and tyre chains of light- and medium vehicles and for OTR earth moving machines and equipment. (Supply company description/profile, photos, list of services and products, address, number of employees, organogram structure, turnover, etc.)	<i>Attach and reference if space insufficient</i>
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2.	As per PRE-BID QUALIFICATION CRITERIA: Must have in the past three (3) years successfully managed at least three (3) same or similar tyre maintenance service contracts. (Provide details of at least three (3) current and past same or similar service contracts, i.e. provide description of service, contract value, client name and -contact person, dates/period of contract, etc).	<i>Attach and reference if space insufficient</i>
3.	As per PRE-BID QUALIFICATION CRITERIA: Have in its employ fully trained and qualified tyre- and tyre chain maintenance fitters for of light- and medium vehicles and for OTR earth moving machines and equipment. (Provide detailed CV (Curriculum Vitae) of all employees that will be allocated to this contract. Names, qualifications and tyre maintenance training, safety certificates and experience regarding tyre- and tyre chain maintenance as required for this service contract, including operational experience of a tyre handler machine)	<i>Attach and reference if space insufficient</i>
4.	As per PRE-BID QUALIFICATION CRITERIA: Have an approved maintenance- and management procedure and quality control plan for OTR tyres and chain maintenance and management. (Provide copy of approved tyre and chain maintenance/management procedure and quality control plan (Including tyre management report) that will be used on-site at Foskor)	<i>Attach and reference if space insufficient</i>
5.	As per PRE-BID QUALIFICATION CRITERIA: CIPIC certificate (Companies and Intellectual Property Commission) as a service provider in the repair- and maintenance of OTR tyres and chains. (Provide certificate)	<i>Attach and reference if space insufficient</i>

10.2. TECHNICAL EVALUATION

FAILURE TO CONFIRM COMPLIANCE OR NOT TO PROVIDE REQUESTED INFORMATION WILL RESULT IN A REDUCED TECHNICAL EVALUATION SCORE THAT COULD ADVERSELY AFFECT THE BIDDERS CHANCE OF BEING AWARDED THIS CONTRACT/ORDER.

ANY BID/QUOTATION WITH A TECHNICAL EVALUATION SCORE OF LESS THAN 70% WILL NOT BE CONSIDERED.

		% WEIGHTING	INFORMATION PROVIDED MUST BE <u>DETAILED, CLEAR</u> AND CONTAIN <u>SUFFICIENT</u> INFORMATION FOR BID EVALUATION COMMITTEE TO MAKE A <u>DECISIVE</u> ASSESSMENT. DO NOT ONLY TICK (✓), USE THE WORD YES OR SIMILAR SHORT STATEMENT (Attach and reference if space insufficient)
1.	Provide confirmation that a full-time on-site tyre- and chain maintenance team of consisting FIVE (5) qualified and experienced tyre fitters will be allocated to this contract. • Provide CV of all employees that will be allocated to this contract (Qualifications, experience, training, etc). • Indicate if intention will be to appoint/employ the current on-site maintenance team. WEIGHTING: No information / Not comply = 0.0 Partially trained / qualified tyre fitter team = 0.5 Fully trained / qualified tyre fitter team = 1.0	25%	<i>Attach and reference if space insufficient</i>
2.	Confirm that TWO (2) qualified and experienced tyre fitters will be available for standby duties after normal working hours, over weekends and on public holidays. WEIGHTING: No information / Not comply = 0.0 Yes, will comply / provide = 1.0	10%	<i>Attach and reference if space insufficient</i>
3.	Provide maintenance- and management PROCEDURE and QUALITY CONTROL plan for OTR tyres and chains. WEIGHTING: No information / Not comply = 0.0 Provided procedure sub-standard = 0.5 Provided procedure on-standard = 1.0	15%	<i>Attach and reference if space insufficient</i>

4.	Provide a monthly inspection and -report on the tyre/chain conditions of all on-site OTR vehicles, machines and equipment containing an analysis of tyre failures, percentage (%) wear, hours done, remaining tyre/chain life (hours), recommended replacements, etc. Provide copy of service providers standard report WEIGHTING: No information / Not comply = 0.0 No copy of report but will provide = 0.5 Partially compliant report and will provide = 0.7 Compliant report and will provide = 1.0	10%	<i>Attach and reference if space insufficient</i>
5.	Provide confirmation and detailed description of service vehicle to be allocated to this contract, i.e. photos, certificates, etc) that vehicle is: i. Is capable of travelling in rough terrain and on wet and muddy gravel roads. ii. Is registered and road worthy in accordance with the requirements of the National Road Traffic Act of 1996. iii. Is fitted with a “safety cell” (ROPS – Roll Over Protection Structure) that has been designed, fabricated, tested and certified to comply with the requirements of ISO 3471:2008, or similar specification. iv. Is fitted with an intermitting sounding reverse hooter. v. Is fitted with heavy duty towbar with standard ball-type attachment. vi. Is issued with a valid illumination certificate. vii. Is fitted with a rotating- or flashing amber strobe light. viii. High visibility conspicuity tape applied to at least 80% of vehicle body length (Front, back and sides) ix. Is fitted with fibreglass flagpole (buggy whip) and reflective flag. x. Is fitted with a set of emergency warning triangles. xi. Is fitted with a set of stop-blocks (Chock blocks) xii. Is fitted with a 9.0kg charge fire extinguisher. WEIGHTING: No information / Not suited = 0.0 Partially suited vehicle, less 50% compliant = 0.3 Partially suited vehicle, not 100% compliant = 0.5 Vehicle suited, less 50% compliant = 0.7 Vehicle suited, not 100% compliant = 0.8 Vehicle suited, 100% compliant = 1.0	20%	<i>Attach and reference if space insufficient</i>
6.	Provide confirmation that all team members will be provided with required PPE, i.e. high visibility work jacket and -long trousers, safety cap, metal capped safety boots, safety cap and eye and ear protection. WEIGHTING: No information / Will not provide = 0.0 Will provide required PPE = 1.0	5%	<i>Attach and reference if space insufficient</i>

7.	Provide confirmation that the requirements under the following headings have been read, is understood and that all specifications and requirements will be complied to within 30-days after being awarded this contract: LEGISLATIVE- AND REGULATORY REQUIREMENTS PERMIT TO WORK SAFETY FILE WEIGHTING: No information / Will not comply = 0.0 Understood and will comply within 60 days = 0.5 Understood and will comply within 30 days = 1.0	5% 5% 5%	<i>Attach and reference if space insufficient</i>
100%			

11. COMMERCIAL

The following PRICING SCHEDULE will be regarded at the primary quotation. Failure to complete the PRICING SCHEDULE in full may result in rejection of the submitted tender.

- All quoted process to be exclusive of VAT (Value Added Tax)
- If any minimum requirements may alter or be added for whatever reason, it will be brought to the attention of the bidder/service provider before the closing date for the submission of tenders.
- Contract period of **36 months** from date of acceptance.
- The service provider will compile a monthly invoice of all transactions and present it to the Foskop official for verification and approval. The service provider shall submit the approved invoice to the Foskop creditors department for payment.
- Detailed description of any items or conditions that the bidder does not meet to be attached to the official quotation.
- The bidders standard service warranty agreement to be attached to the official tender.
- Any other optional support, spares, training or guarantee not mentioned in this scope may be noted on the official tender.
- If any minimum requirements may alter or be added for whatever reason, it will be brought to the attention of the bidder before the closing date for the submission of the tender.
- Foskop reserves the right to remove any listed item.

PRICING SCHEDULE	RATE
MONTHLY SERVICE FEE , to be fixed and inclusive of the following:	
1. DAILY ON-SITE TEAM (Monday to Friday): Five (5) full time on-site trained and qualified tyre fitters. (Normal working hours Monday to Thursday 06:15 until 15:30 and Friday 06:15 until 12:30)	R/Month
2. ALLOWANCE STANDBY (Monday to Thursday): Two (2) trained and qualified tyre fitters to attend to afterhours breakdowns and callouts. (Normal standby hours, Monday to Thursday, 15:30 until 06:15 the next day)	R/Month
3. ALLOWANCE 2.9.2: Full time on-site MHSA (Mines Health and Safety Act) regulation 2.9.2 appointee	R/Month
4. All travelling and transport, training, accommodation, meals, allowances, etc.	R/Month
5. On-site mine compliant service vehicle to enable access to mobile equipment requiring tyre/chain maintenance within the Foskop site, including restricted areas.	R/Month
6. Monthly inspection report on OTR vehicle tyre/chain conditions, analysis of tyre failures, % wear, hours done, remaining tyre/chain life, recommendations, etc.	R/Month
7. All compliance requirements as contained in this document.	R/Month
8. All required PPE and safety equipment.	R/Month
9. All administrative requirements.	R/Month
TOTAL MONTHLY SERVICE FEE	R/Month

WEEKEND STANDBY ALLOWANCE, to be fixed and inclusive of the following: ALLOWANCE STANDBY: Two (2) trained and qualified tyre fitters on standby. (Friday 12:30 until Monday 06:15) (NOTE: This is ONLY the allowance paid to the two persons on standby)	R/Weekend
PUBLIC HOLIDAY STANDBY ALLOWANCE, to be fixed and inclusive of the following: ALLOWANCE STANDBY: Two (2) trained and qualified tyre fitters on standby (From 15:30 the day preceding the public holiday until 06:15 the day after the public holiday) (NOTE: This is ONLY the allowance paid to the two persons on standby)	R/Day
CALL OUT FEE, to be fixed and inclusive of the following: 1. Upon request, standby tyre fitters to be on site within 45 minutes after receiving an official request/instruction. 2. Travelling costs to and from the Foskor site. (NOTE: This is ONLY the cost to enable the two persons on standby to access the site)	R/Call Out
HOURLY LABOR RATE WORKING OVERTIME OR ATTENDING TO BREAKDOWNS AND CALL-OUTS	
1.5 TIME (After hours, excluding Sundays & public holidays)	R/hour/person
DOUBLE TIME (Sundays and Public holidays)	R/hour/person
SITE ESTABLISHMENT (This is a <u>once off</u>, non-compulsory fee to enable the successful service provider to obtain the PERMIT TO WORK and establish himself on-site at Foskor, Phalaborwa)	R
ANNUAL ESCALATION FORMULA for <u>service fees</u> rates years 2 and 3	
ANNUAL ESCALATION FORMULA for <u>labor rates</u> years 2 and 3	

NOTE: For purposes of invoicing, the attached rates will be used, however as part the commercial evaluation process a detailed cost breakdown needs to be attached to the PRICING SCHEDULE explaining how the rates were calculated.