

SCHEDULE 1 – SCHEDULE OF REQUIREMENTS

**APPOINTMENT OF A SERVICE PROVIDER TO CONDUCT E-AUCTIONING OF TRANSNET
SCRAPPED ASSETS "AS AND WHERE" LOCATED NATIONALLY, FOR A PERIOD OF FIVE (5)
YEARS.**

SERVICE PROVIDER

CONTRACT NUMBER HOAC_HO_41266

DURATION FIVE (5) YEARS

COMMENCEMENT DATE

EXPIRY DATE

With reference to the Standard Terms and Conditions of Contract, Reference Number **HOAC_HO_41266** dated, ("Contract") between Transnet SOC Ltd ("Transnet") and (the "Supplier ") pursuant to which you have agreed to render some services to Transnet subject to such Contract.

The defined terms in the Contract will, unless otherwise indicated, have the same meaning in this Schedule of Requirements. In consideration of the mutual covenant and agreements contained in the Contract and in this Schedule of Requirements, it is agreed as follows:

1. Description of the services

The scope of services to be provided by the service provider is the conducting of e-auctioning of Transnet scrapped assets for a period of five (5) years. The details for the services to be provided are as stipulated in clause 2 below.

2. Scope of services

2.1 Deliverables

Transnet is calling for proposals from experienced service providers with a proven track record for the appointment of a service provider to conduct e-auctioning of Transnet's scrapped assets "as and where" located nationally, for a period of five years.

- The Service Provider shall perform E-auctioneering services by advertising auctions,
- Arranging lots by cataloguing of the items with photographs, providing detailed descriptions and location of the items,
- Conducting market pricing analysis to assist Transnet with the setting of reserve prices, formulating the terms of sale, invoicing buyers and ensuring payment collection, timeous payment to Transnet, providing buyers with collection documents, updating of collection details, and other related activities in order to realise the optimum value from an E-auction for Transnet.
- The assets that would normally be sold on the E-auction are distributed across the entire operational area within which Transnet operates and the successful bidder must have resources to travel to each of the various and isolated sites to catalogue assets identified for sale. Responsiveness for 'quick' cataloguing is crucial to post such assets as quick as possible for sale. Such travel expenses will be for the account of the successful bidder and Transnet will not be liable for any costs associated with the entire process.
- When required to do so, at its own cost, the Service Provider must hire equipment such as forklifts, grabs etc. to assist Transnet with the placement of scrapped assets for sale. All arrangements must be done in collaboration with and be approved by an appropriate contract manager of Transnet.

- The Service Provider must display professional skills in order to substantiate that the scrapped assets and/or other material are sold to the best advantage of Transnet. The Service Provider must be in a position to propose market related reserve prices. Reserve price setting is to be done in collaboration with Transnet representatives, which will be shared with the successful respondent.
- The Service Provider must subscribe to Global Service Provider on related scrap commodities for pricing.
- The Service Provider must be able to invoice the buyers immediately upon closing the E-Auction and ensure that the buyers pay, so as to allow the Service Provider to pay over all funds from the auction within 7 days after the auction closure.
- Immediately after closing of the sale the Service Provider must produce electronic spread sheets reflecting the detailed results of the sale in the form of reports e.g., per lot, per buyer, OD, etc. The Service Providers must also be able to generate and provide multi parameter reports, including but not limited to sales achieved per auction, per OD, for periods requested by TFR and / or ODs', etc. Transnet will review reports requires the Service Provider to be flexible and be able to include any other data that Transnet deems to be crucial.
- This RFP covers aspects relating to the sale by E-auction of scrapped material and assets which are identified and earmarked for sale, solely at Transnet's discretion. The electronic package offered by respondents must be comprehensive in meeting all the requirements of Transnet.

Note: due to the contract being purely revenue generating with no expense to Transnet, Bidders will need to indicate the commission percentage that Buyers will pay to the auctioneer. In order to ensure that there is maximum participation in the Auctions, the price evaluations will be based on the lowest percentage commission payable by Buyers which bidders will indicate in their bid submissions.

3. Contract Manager/s & Personnel to provide the Goods

Transnet Contract Manager	Transnet Freight Rail
Designation	
Operating Division	
Address	
Telephone	
Email	

Service Provider's Account Manager	
Designation	
Address	
Telephone	
Email	

4. Performance Review Meetings

Contract management and performance review meetings will be held as required by Transnet's Contract Manager.

IN WITNESS of which this Schedule of Requirements has been duly executed by the parties.

SIGNED for and on behalf of

.....

Signature.....

Name.....

Position.....

Date.....

SIGNED for and on behalf of

Transnet SOC Ltd

Signature.....

Name.....

Position.....

Date.....

APPENDIX 1

Address for Notices

Any notice or communications between the parties to be given under this Agreement shall be deemed to have been received at the following times:

- i. by email transmission – when the sender receives confirmation of receipt;
- ii. by hand delivery - immediately upon receipt by the recipient.

Any notice or communications between the parties shall be delivered to the addresses set out below:

The Service Provider

Transnet

Attention:

Attention: Group Legal Counsel

Physical Address:

Physical Address:

15 Girton Road
Parktown
2193

Postal Address:

P.O. Box 72501
Parkview

email:

email:

Nokuthula.mokoena@transnet.net

Either party may, by a notice given in accordance with this Schedule 1, change its address or email address for the purpose of this Schedule 1.

APPENDIX 2

Non- Disclosure Agreement

Date: 2023

I (*name*)

Of (*address*)
.....
.....

Undertake to Transnet SOC Ltd ("Transnet") that:

1. I shall keep confidential and not to disclose or make available to any third party, except with the express prior written consent of Transnet, any Confidential Information relating to Transnet business, assets, customers or staff which is disclosed to me or to which I may have access during the course of providing Goods to Transnet ("my assignment"); and
2. Upon termination of my assignment, I shall return to Transnet all documents, books, discs, tapes or other records (in whatever medium) which I may have in my possession, custody or control and which are the property of Transnet, its customers, staff or agents and any copies thereof.

For the purposes of this Confidentiality Agreement, "Confidential Information" shall mean any information in whatever form including, without limitation, any information relating to systems, operations, plans, intentions, market opportunities, know-how, trade secrets and business affairs of the Transnet Group or its customers, whether in writing, conveyed orally or by machine-readable medium.

I understand that this Confidentiality Agreement shall survive the termination of my assignment.

SIGNED at on 2023

(*Signature*)

in the presence of:-

Witness name:

Witness Signature:

Witness address:
.....