



## **Provision for the supply of PPE (White Disposable Coveralls)**

### **Document Reference Number:**

SWDC-21052025

### **Site:**

Multi-Purpose Terminal Saldanha  
Iron Ore Terminal Saldanha

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## 1. Definitions

<b>Commissioning:</b>	The process of assuring that all systems and components of a building or industrial plant or product designed, installed, evaluated, operated, and maintained according to the operational requirements of the owner or final client.
<b>Contract</b>	An agreement with specific terms between two or more parties or entities based on mutual consent, which has legal effects and involves transfer of consideration – usually financial or some other type of benefit.
<b>Contract Manager</b>	Transnet employee who is authorized to represent Transnet in terms of the contract and appointed to supervise and/or liaise with the contractor to ensure that the specifications of the contract meet (with special emphasis on technical specifications, inspection of quality, on health and safety, environment and quantity of work). A contract manager has the role of executing the plan to achieve the deliverables. This person receives all his authorizations from the project initiator and the stakeholders.
<b>Contract Owner</b>	The person who requires a specific product, goods, or services and who is responsible to provide the budget and approval.
<b>Contractor</b>	An employer (organization) or a person performing any work and has entered into a legal binding business agreement contract to supply a product or provide services to Transnet. This applies to the Suppliers, Vendors, and Consultants, Service providers and Contractors.
<b>Contractor Execution Plan</b>	A site, activity, or project specific documented plan in accordance with the client's project requirements. The Contractor to Transnet submits a plan for approval prior to mobilization on site. The Contractor Execution Plan includes, inter alia: Health and Safety, Environmental, Energy, Quality, Delivery plans etc Contractor Compliance File a file or

	other record containing the information in writing required by Transnet.
<b>Job Owner:</b>	Any permanent employee of MPT who been trained, tested and found competent, and appointed in writing for the purpose of carrying out or supervising work on plant, machinery and equipment.
<b>Risk Assessment</b>	A risk assessment in this procedure means the process where all risks associated with the contract and its execution identified, mitigated, and managed.
<b>Specification</b>	A detailed prescription of the Integrated Management System (IMS) requirements to which equipment, construction, product, or service has to comply with this includes various models, drawings and documents. It noted that the specification might even comprise of a multitude of different elements.
<b>Lockout:</b>	The fitting of a padlock (or caliper and padlocks) to an isolator switch so that it cannot be returned to an operating condition.
<b>Permit Acceptor:</b>	Any person who has been appointed in writing to receive a Permit to Work for the purposes of carrying out or supervising work on equipment.
<b>Permit Issuer:</b>	The operations shift manager will be responsible for the issuing of permits.
<b>Permit Number:</b>	A number issued by TPT that logs the work performed, the person responsible for the work and the approximate duration. Note: This is not the same as the sequential number on the Permit to Work.
<b>Permit to Work:</b>	A written document indicating the equipment to work on, the potential hazards, how and where these hazards negated, signatures indicating that equipment is safe and the names of all persons working on the equipment.
<b>Responsible Supervisor:</b>	The Operations and Maintenance Supervisor who has been assigned responsibility for the operation and maintenance of a particular section/s of the plant.

## 2. Abbreviations

IMS:	Integrated Management System
ISO:	International Organization for Standardization
OHSAS:	Occupational Health and Safety Assessment
Series POM	Policy Manual
PROC:	Procedure
SOP:	Safe Operating Procedure
QMS:	Quality Management System
SANS:	South African National Standard
SMS:	Safety Management System / Service Management System
TCC:	Transnet Corporate Centre which is the Transnet Head Office
SLD:	Saldanha
TPT:	Transnet Port Terminals
WI:	Work Instructions

## **ANNEXURE A - SCOPE OF WORK**

### **PROVISION FOR SUPPLY OF PERSONAL PROTECTIVE EQUIPMENT, FOR TRANSNET SOC LTD (REGISTRATION NO. 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS [HEREINAFTER REFERRED TO AS "TPT"] FOR A PERIOD OF FOUR (4) MONTHS ON AN AS AND WHEN REQUIRED BASIS FOR PORT OF SALDANHA.**

#### **Background**

1. Transnet Port Terminals (TPT) invites Suppliers to the Request for Quotation (RFQ) for the supply, of PPE (White Disposable Coveralls) for Saldanha Terminals. TPT would like to ensure that all their employees always receive and have the appropriate PPE; therefore, it is critical that the issue and distribution of PPE to employees is done in the most efficient and seamless manner. Operational department is a critical part of the business unit, making it essential to support human capital and maintain an environment conducive to optimal performance. With the handling of various hazardous cargo types, Transnet Port Terminals (TPT) requires a qualified service provider(s) to supply White Disposable Coveralls.
2. Contracts resulting through this RFQ process will be for a period of four (4) months. This will also ensure that stock is readily available when needed in order to reduce the costs.

#### **Scope of Requirements**

1. The Service Provider must consistently provide deliver efficient, effective, and high-quality services on an "as and when required" basis.
2. The Service Provider must be available 24/7, including weekends and public holidays, to support TPT's continuous 24-hour operations.
3. The White Disposable Coveralls to be provided will conform to the latest applicable standards - either ISO standards, European Union (EN) standards and where applicable, equivalent South African National Standards (SANS). In this manner, the quality of the White Disposable Coveralls will be guaranteed by means of conformity assessment bodies (testing, certification and inspection laboratories).
4. The scope is limited to supply and delivery of personal protective equipment with the detailed purchaser's requirements specified in the following tables below.

No	Description	Units	Size
1	White, One-piece disposable overall	4593	5 XL
2	White, One-piece disposable overall	6500	3XL
3	White, One-piece disposable overall	7367	2XL
4	White, One-piece disposable overall	7367	1XL
5	White, One-piece disposable overall	6933	L
6	White, One-piece disposable overall	5503	M

5. The service provider must maintain the following stock levels for emergency situations at hand:

No	Description	Units	Size
1	White, One-piece disposable overall	530	5 XL
2	White, One-piece disposable overall	810	3XL
3	White, One-piece disposable overall	950	2XL
4	White, One-piece disposable overall	950	1XL
5	White, One-piece disposable overall	890	L
6	White, One-piece disposable overall	725	M

6. The Service Provider shall provide TPT with samples to demonstrate the quality of the coveralls supplied.

7. Service provider to ensure that all safety regulations from Transnet Port Terminals will be adhered to.

### **Compliance & Conformity**

1. This product complies with the requirements of EU Regulation (EU) 2016/425 for Personal Protective Equipment and meets the requirements of European standards.
2. EN ISO 13688:2013 Protective clothing – General requirements

### **Specifications**

1. Style: Disposable full body, Type 5 and Type 6 coverall with elasticated wrists, legs and waist, hooded with a concealed HDPE (high density polyethylene) zipper front.
2. Material: 100% polypropylene non-woven fabric coated with polyethylene film

### **Quality and Service**

1. The service provider must ensure that it obtains all permits necessary to carry out the required services.
2. TPT shall be entitled to request for examples of disposable overalls.
3. This type of gear is designed to protect a person from potential workplace hazards.

## **Technical Requirements**

1. The supplier is to bid on the items as indicated on the Specification Document Annexure G.
2. TPT is seeking suppliers who will improve the quality, logistics, delivery lead times and current issue and distribution processes of PPE to the employees.
3. Suppliers should ensure that the PPE and Safety Wear supplied meets a threshold of 100% local content (Refer to National Treasury Instruction Notes on Invitation and evaluation of bids based on a stipulated minimum threshold for local production and content: For the textile, clothing leather and footwear sector).

## **General safety and compliance specifications**

1. The Contractor must submit a detailed Contractor Execution Plan (CEP) to the Contractor Manager for approval as per TRN-IMS-GRP-GDL 014.5 Contractor Execution Plan minimum requirements.
2. Contractor must submit TRN-IMS-GRP-TMP 014.3 Employee Personal Profile Dossier to contractor Manager for approval before induction training confirmed. Approved Employee Profile Dossiers includes certified copies of medicals, identity documents, competencies etc. submitted via email correspondence to TPTSLD-Induction-booking@transnet.net.
3. Principle contractors approve Mandatary Agreement in terms of section 37(2) TRN-IMS-GRP- TMP- 014.1 of the Occupational Health and Safety Act (OHS Act) and submit to Contractor Manager to agree.
4. The Principal Contractor must submit written request to the Contractor Manager for permission for sub-contract to provide any work or services to TPT and ensure that all 37.2 Agreement between Principal contractor and Sub Contractor submitted to Contractor Manager.
5. The contractor must submit completed SHE File Electronic to Contractor Manager for approval.
6. Contractor undergoes induction training prior to handing over the site to the Contractor as TRN-IMS-GRP-GDL 014.6 Contractor Induction Minimum Requirements.
7. Principle Contractor will be responsible to ensure that Sub Contractor SHE File compiled within conjunction with TPT Requirements and Approved prior to sub mission to Contractor Manager.