

Project Title:

**Call for Applications for Enterprises to Participate
in Transnet Port Terminal Enterprise Development
Programme**

SCOPE OF WORK

1. Introduction

Transnet Port Terminals (TPT) is inviting up to fifteen (15) TPT Enterprise who are Small, Medium, and Micro Enterprises (SMMEs) across the regions of Kwazulu-Natal, Eastern Cape, Western Cape, Northwest (Pondoring Terminal), and Mpumalanga (Kendal Terminal). The Enterprise Development (ED) Programme (EDP) is designed to provide targeted support to build sustainable SMMEs that can contribute to the growth of TPT and the local economy while fostering enterprise diversity, promoting business growth, and providing opportunities in key sectors.

2. Background

Enterprise and Supplier Development (“ESD”) is a key element of South Africa’s developmental agenda. Contained within the revised B-BBEE Codes of Good Practise (“the Codes”), this Priority element combines the targeted activity and measurement of Preferential Procurement, Enterprise Development and Supplier Development.

3. Project Overview and Objectives

3.1 Project Overview

The Enterprise Development Programme will run over a three (3) year period across the country. This program will target Exempted Micro Enterprises (EME) and Qualifying Small Enterprises (QSE) with 51% Black Ownership and have been awarded contracts by TPT. The programme aims to address the challenges faced by these beneficiaries by providing a comprehensive support structure to enable their growth and development.

• Objectives

The primary objective of the ED Programme is to assess the needs and development requirements of TPT ED beneficiaries which will enable TPT to craft bespoke interventions for the beneficiaries:

- To build the capacity of these SMMEs through training, mentoring, and access to resources.
- To enable SMMEs to gain access to procurement opportunities, thus fostering economic inclusion.
- To ensure that SMMEs become part of the vetted Transnet Port Terminals (TPT) database, increasing their chances of being awarded future contracts.
- To improve competitiveness, business management, technical skills, and sustainability of SMMEs.

4. Scope of Work

The Enterprise Development Programme will encompass several stages and activities:

4.1 Needs Assessment

A thorough needs assessment of each beneficiary will be conducted to identify the development requirements of the selected beneficiaries, ensuring the program is tailored to meet their specific challenges.

4.2 Development Plan:

The development plan must include the following initiatives as a minimum that may enhance the capacity of each beneficiary:

- **Training and Development:** Offering business management, technical skills, and health, safety, and environmental training.

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- **Mentoring and Coaching:** Providing mentorship focused on business strategy, financial management, and marketing.
- **Access to Resources:** Offering support in the form of loans, grants, technology, and market opportunities.

The Needs Analysis will evaluate the following areas as a minimum:

- **Finance:**
 - Analyse financial data to identify opportunities for cost savings with Enterprises
 - Analyse full financial profile, solvency, profitability, etc.
 - Determine funding requirements if any.
- **Supply Chain (SC):**
 - Identify supply chain inefficiencies or gaps related to Enterprises
 - Analyse supply chain data to optimize Enterprise selection, management, and development.
 - Determine opportunities to improve Enterprise performance and resilience
 - Identify procurement gaps or needs related to Enterprise development (e.g., Enterprise evaluation, contract management)
 - Analyse procurement data to inform Enterprise selection and management decisions
 - Determine opportunities to improve procurement processes.
- **Human Resource (HR)**
 - Identify HR gaps or needs (e.g., training for procurement staff)
 - Analyse workforce data to inform talent management decisions
- **Operations**
 - Identify operational inefficiencies or gaps
 - Determine opportunities to improve operational efficiency
- **Information and Communication Technology (ICT)**
 - Identify ICT gaps or needs (e.g. web page, data analytics)
 - Analyse ICT data to inform technology investments.
 - Determine opportunities to improve digital transformation in Enterprise management
- **Safety, Health, Environment, and Quality (SHEQ)**
 - Identify SHEQ gaps or needs (e.g., ISO compliance)
 - Analyse SHEQ data to inform risk management decisions
 - Determine opportunities to improve Enterprise safety, health, environmental quality performance
- **Legal and Compliance**
 - Identify legal and compliance gaps or needs (e.g., contract review, regulatory compliance)
 - Analyse data to inform compliance decisions
 - Determine opportunities to mitigate legal and compliance risks with Enterprises

The Development Plan will include the opportunities and possible strategies to be implemented for each beneficiary to be financially and operationally independent.

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5. Beneficiary Requirements

To participate in the programme the beneficiary should meet the following requirements:

CATEGORY
5.1 51% Black Owned Exempted Micro Enterprise (EME) or Qualifying Small Enterprise (QSE).
5.2 The service provider should be in operation for a minimum of three years in the sector of operation.
5.3 The service provider's sector of operation must account for a minimum of 50% of their revenue.
5.4 The service provider should have a minimum of 2 full time employees.

5.5 Focus will be given to service providers in manufacturing and/or companies providing direct services and in the following targeted sectors:

- 5.5.1 Construction & Civils
- 5.5.2 Domestic/ Industrial Cleaning & Garden Services
- 5.5.3 Electrical Maintenance including Substations
- 5.5.4 Rigging & Crane Hire
- 5.5.5 Personal Protective Equipment (PPE) Manufacturing
- 5.5.6 Oil Spillage
- 5.5.7 Manufacturing of Equipment Parts, Components & Fabrication
- 5.5.8 Building Air Con Maintenance and Repairs
- 5.5.9 Maintenance of Equipment Air Conditioners
- 5.5.10 Mobile Toilets & Park Homes
- 5.5.11 Laundry Services
- 5.5.12 General Consumables Manufacturing

5.6 Further preference will be given to the following targeted strategic commodities/services:

- 5.6.1 Electrical Maintenance including Substations
- 5.6.2 Oil Spillage
- 5.6.3 Personal Protective Equipment (PPE) Manufacturing
- 5.6.4 Manufacturing of Equipment Parts, Components & Fabrication

5.7 Geographic location

- 5.7.1 The programme is open to service providers nationally; however, preference will be given to services providers near TPT's regions of operation, i.e.

5.7.1.1 KwaZulu - Natal

5.7.1.1.1 Durban

5.7.1.1.2 Richards Bay

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5.7.1.2 Western Cape

5.7.1.2.1 Saldanha Bay

5.7.1.2.2 Cape Town

5.7.1.3 Eastern Cape

5.7.1.3.1 Gqeberha

5.7.1.3.2 Ngqura

5.7.1.3.3 East London

5.7.1.4 Inland

5.7.1.4.1 North-West - Pendering

5.7.1.4.2 Mpumalanga – Kendal

6. Penalties

Contract termination and/or penalties with immediate effect if issues arise due to the supplier's failure to fully participate and execute in accordance with the terms of the SD agreement. After the supplier development agreement is signed, there will not be any further expenses.

7. Project Duration

The project will be for a period not exceeding three (3) years.

8. Disclaimer

Participation in the TPT SD Programme does not equate to a procurement contract with TPT. Beneficiaries must bid for procurement opportunities as per Transnet's Preferential Procurement Policy.