

**DURBAN BBC TERMINALS**

Document Title:

**SCOPE OF WORK**

Project Title:

**Provision of Services for**  
Radio Transmitter Repairs at Transnet Port Terminals

**REVISION 01: FOR QUOTATION**

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## **1 Introduction**

Currently, the ship loader at Transnet Port Terminals Agriport is currently operated and controlled by a radio controller. The spare radio controller is currently defective and the system has connection issues when operators move away from the loader.

## **2 Project Objectives**

The objective of this project is to obtain a competent service provider to conduct a repair on the spare transmitter unit, install an external receiver antenna, commission and test the system.

## **3 Scope of Work Details**

The competent service provider shall conduct the following:

- Collect and sign-off the collection of the ship loader radio controller from the designated terminal at the Transnet Agriport in Durban harbour.
- Replace 1 x Spectrum 2 Transmitter PCB.
- Replace 1 x Spectrum 2 Transmitter Encoder card.
- Replace any damaged or compromised seals to prevent water and dust ingress.
- Service, Labour, Test & Clean
- Return the controller to the designated terminal at the Transnet Agriport. Commission the remote and conduct comprehensive tests to ensure full and reliable operation on the ship loader.
- Install 1 x HBC Radiomatic Magnet base antenna extension (3M) type: AA060024 on the external structure of the ship-loader.
- The supplier is to provide and install all required cabling from the receiver in the ship-loader MCC room to the external antenna.
- Test and commission the installed antenna checking for improved signal strength and improved operator travel distance within ship deck.
- Supply 5 x HBC Radiomatic Reflective Vest carry module type: AS0081C0

## **4 Radio Controller Specifications:**

HBC RADIOMATIC REMOTE

PRODUCT CODE: SPECTRUM 2

FREQUENCY: 2402-2480 MHz

TX-FB: TC241

VOLTAGE: 6VDC

3-JOYSTICK TRANSMITTER FOR SYSTEM: 524-1705469

## **5 Safety**

The following safety procedures together with the terminal standard operating conditions are to be always adhered to. No exceptions will be tolerated.

- i. All Technical personnel to be kitted with the appropriate personal protective equipment and to be kept clean all the time.
- ii. Vehicles used to be fitted with rotating flashing light and proper company signage when accessing the terminal.
- iii. All Technical personnel that are required to operate equipment must be certified to do so.
- iv. All and any TPT owned equipment or property before exiting the terminal should be signed off by TPT representative.
- v. Mess and ablution facilities provided and must be always kept clean.
- vi. All discipline irregularities will not be condoned. Offenders will be requested to leave the terminal immediately pending a full investigation.
- vii. Notification of arrival will be mandatory.
- viii. All work done within Transnet substations should be done under the supervision of an A-Brown qualified Transnet employee where relevant work and safety permits are issued by "CONTROL".

## **6 Operating hours**

The Durban BBC terminals operate 24 hours a day. The infrastructure maintenance team mainly works a day shift (06h45 – 15h15 weekdays) and all work should be done during this period. Any work requiring irregular hours should be communicated timeously to a TPT representative and required approvals obtained.

## **7 Access Permits**

### **Site meeting:**

For the site meeting, all suppliers are required to bring with them the following in order to apply for the required permit:

- Hardcopy of the RFQ;
- Proof of identification for all employees attending;
- Letter from the relevant company stating the names and surnames of the employees requesting access and reason for access;
- Minimum PPE. Safety vest, COVOD mask, hard hat and safety shoes;
- Suppliers are advised to bring any/all required measuring tools for proper pricing.

### **Conducting the work:**

In order to acquire access permits for conducting work, external contractors will need to attend safety induction (valid for a year). Safety requires a hardcopy safety file to be delivered to the SHERQ office. Requirements of the safety file are listed in the table below. Thereafter application for permits from security can be submitted. For vehicle access, all vehicles are required to have a company sign and a revolving light and access will also be applied for at the security office.

<b>CONTRACTOR</b>	
<b>1.</b>	Site Specific Organogram of reporting structure. This document must provide all persons appointed in terms of  OHS Act No. 85 of 1993 including contact details. (rev, date, approval)
<b>2.</b>	Contractor scope of work information (Company Profile)
<b>3.</b>	Notification of Construction Work to the Department of Labour: Document to display required information as per OHS Act No.85 of 1993 – Construction Regulations Annexure A, Must carry the stamp of acceptance from the Department of Labour <i>(if applicable)</i>
<b>4.</b>	Application for a permit to do construction work <i>(if applicable)</i>
<b>5.</b>	Valid Letter of Good Standing with FEM/WCA: And proof of relevant insurances to carry out work.
<b>MANAGEMENT PLANS</b>	
<b>6.</b>	Copy of reference documents: Health & Safety, Security, Quality, Environmental, and other applicable Specifications  Including a signed register of communication to Managers,  Supervisors & Safety Officers
<b>7.</b>	Approved Contractor Execution Plan correlating with Specification provided by Transnet (i.e. Approved health and safety plan, environmental plan, security plan etc.)
<b>8.</b>	Contractors Health and Safety Policy
<b>9.</b>	Site Specific Emergency Plan
<b>10.</b>	Contractors Traffic Management Plan (if applicable)
<b>11.</b>	Procedure for handling Hazardous Chemical Substance's and Applicable Safety Data Sheet <i>(if applicable)</i> .
<b>APPOINTMENTS</b>	
<b>12.</b>	Fully completed appointments of the following (depends on the scope of work) but not limited to:
	• Sec. 16(2) – Delegated Authority (Assistant to the CEO)
	• CR 8(1) – Construction Manager
	• CR 8(7) – Construction Supervisor
	• CR 8(8) – Assistant Construction Supervisor
	• CR 8(5) – Construction Safety Officer
	• CR 9(1) – Risk assessment
	• CR 10. (1)(a) – Fall Prevention Planner <i>(if applicable)</i>
	• CR 10.(2)(b) (fall risk) Physical & Psychological fitness
	• CR 23.(d)(k) – Vehicle operator and Inspector
	• GSR 3.4 – First aider
	• CR 29 (h) – Fire Fighter
	• Sec 24, GAR 9(2) – Incident Investigator
	• CR 13(1)(a) – Excavation Supervisor
	• CR 28(a) – Stacking and Storage Supervisor
	• CR 12(1) – Temporary works designer
	• CR 14(1) – Demolition work supervisor
	• CR 16(1) – Scaffolding work supervisor
	• CR 17 (1) – Suspended platform work supervisor
	• CR 18(1)(a) – Rope access supervisor
	• CR 19(8)(a) – Material host Inspector
	• CR 20(1) – Bulk mixing plant supervisor
	• CR 21(2) – Explosive actuated fastening devices inspector
	• Sec 17(1) – SHE Rep (more than 20 employees)

<ul style="list-style-type: none"> <li>GSR 13(a) – Ladder Inspector</li> </ul> <p>An abbreviated CV of the above appointed persons shall be attached to the appointment.</p> <p>Competency certificates will also be attached as required in specifications</p>
<b>13.</b> Elevated work training (Rescue/ Safety harnesses) – accredited Training ( <i>If applicable</i> )
<b>14.</b> Fall Protection Plan by competent person / Rescue Plan ( <i>If applicable</i> )
<b>15.</b> Contract/Project Specific Risk Assessment indicating the full scope of work and risk profile – High risk task inventory registers to be attached.
<b>16.</b> Risk Assessment (HIRA), Method Statement, Safe Work Procedure to be generated for each specific task to be performed on the contract/project i.e. Site establishment, confined spaces, working at heights, working near water, excavations etc. Note: before establishment they can supply what they will start with – site establishment, fencing, clear & grub...so only request what is relevant at the time.
<b>17.</b> PPE Policy and most recent issue register.
<b>INDUCTION</b>
<b>18.</b> Induction application forms completed for every employee of the contractor performing work on site; The following shall be attached:
<ul style="list-style-type: none"> <li>Employee Dossier with applicable documentation;</li> </ul>
<ul style="list-style-type: none"> <li>Proof of site specific induction;</li> </ul>
<ul style="list-style-type: none"> <li>Copy of ID Document;</li> </ul>
<ul style="list-style-type: none"> <li>Legal Letter of Appointment;</li> </ul>
<ul style="list-style-type: none"> <li>Proof of competence i.e.: Artisans, drivers, operators etc.;</li> </ul>
<ul style="list-style-type: none"> <li>Valid medical certificate of fitness done by an Occupational Health Practitioner (i.e. Annexure 3 for construction work)</li> </ul>
<b>REGISTERS</b>
<b>19.</b> Copy of equipment registers to be used with copy of each item's inspection checklist. The registers are not limited to the following, depends on the scope of work:
<ul style="list-style-type: none"> <li>Site visitors register</li> </ul>
<ul style="list-style-type: none"> <li>Excavation Inspection Register</li> </ul>