



**PROVISION OF SHORT-TERM FORKLIFT
RENTAL WITH A FULL MAINTENANCE
PLAN, AS AND WHEN REQUIRED, (3
TON, 3.5 TON, 4 TON, 5 TON AND 7 TON)
FOR A PERIOD OF 12 MONTHS TO
TRANSNET ENGINEERING, SALT RIVER
REGION.**

**19 VOORTREKKER ROAD, SALT RIVER,
CAPE TOWN**

DOCUMENT No: PEMM_SALT RIVER_SPEC_150

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Signature of Bidder/s: _____ Date: _____

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Signature of Bidder/s: _____ Date: _____

1. INTRODUCTION / SCOPE OF WORK

This scope of work is for the:

| # | TASK | REQUIRED |
|---|------------------------------|----------|
| 1 | Design | |
| 2 | Rental | ✓ |
| 3 | Support service | ✓ |
| 4 | Call centre / dedicated line | ✓ |
| 5 | Licences | ✓ |
| 6 | Documentation | ✓ |
| 7 | Load Testing | ✓ |
| 8 | Maintenance | ✓ |
| 9 | Service | ✓ |

of the specified:

| # | ITEM | REQUIRED |
|---|---|----------|
| 1 | The appointment of a service provider to rent out forklifts 3 tons, 3.5 tons, 4 tons, 5 tons and 7 tons for 12 months to Transnet Engineering. | ✓ |

2. SITE INSPECTION

2.1 No site inspection is necessary for this contract.

3. INFORMATION REQUIRED

- 3.1 Offers will not be considered unless full particulars and sufficient literature are provided at the tendering stage to enable Transnet Engineering Technical Officers the opportunity to assess each technical offer properly.
- 3.2 Prospective Contractors will complete the relevant questionnaire in full and must indicate whether their offer complies with each item of the specification.
- 3.3 Should there be insufficient space for furnishing full details; contractors shall provide the additional details in their covering letter. The additional details shall be numbered in accordance with the applicable clause specified in the specification.
- 3.4 As prospective contractors are considered to be experts in their field, they are obliged to identify any shortcomings, such as omissions or sub-standard requirements, to the completeness of this specification. These must be brought to the attention of Transnet Engineering at tender stage with alternatives to address these shortcomings. However, each offer shall be quoted for separately.

4. SPECIFIC REQUIREMENTS

Any person with the intention of tendering shall ensure that the information below is complied with.

Signature of Bidder/s: _____ Date: _____

4.1 Environment

- Indoors and outdoors.
- Refer to section for external conditions.

4.2 Scope of work (overview)

| <u>Item no.</u> | <u>Requirements</u> This specification covers the minimum requirements. | <u>Compliance</u> Write “YES” or tick “✓” to indicate compliance or write “NO” to indicate non-compliance. |
|-----------------|--|---|
| 4.2.1.1 | This scope of work shall be read with annexure 1 (Contractor safety, health and environmental management specification guidelines). | |
| 4.2.1.2 | The service provider shall have a call centre to receive calls emanating from breakdowns and any other issues disrupting the continuous operation of vehicles. If there is no call centre, there shall be a person dedicated to answer calls from Transnet Engineering (TE). NB. Bidders to provide proposals on how to handle calls. | |
| 4.2.1.3 | All vehicles (forklifts) shall be roadworthy. | |
| 4.2.1.4 | <u>Annual load Testing</u> All lifting equipment shall undergo annual load testing as per COP 29 requirements to determine whether they are safe to use. Load testing to be carried out by a competent person and/or entity and proof thereof be filed with the Transnet’s equipment Examiner . The load tests and certificates shall be included in this contract, no additional purchase orders will be allowed. | |
| 4.2.1.5 | The supplier to ensure that all vehicles (forklifts) are always in good working condition . | |

Signature of Bidder/s: _____ Date: _____

| <u>Item no.</u> | <u>Requirements</u> This specification covers the minimum requirements. | <u>Compliance</u> Write “YES” or tick “✓” to indicate compliance or write “NO” to indicate non-compliance. |
|------------------------|---|--|
| 4.2.1.7 | <p>The tyres for forklifts shall be solid.</p> <ul style="list-style-type: none"> • The forklifts shall be powered by Diesel engines. • All forklifts to have suitable load backrests. • All forklifts shall be fitted with revolving lights on the roof. • All forklifts fitted with fire extinguisher. • All forklifts fitted with rain cover transparent. • The forklifts shall have suitable lifting forks. | |
| 4.2.1.8 | <p>The leased equipment will be operational per month, twelve months per year. Bidders to quote based on monthly operational rate, not the daily rate.</p> | |
| 4.2.1.9 | <p>If the service provider already owns the vehicles, the details of vehicles and proof of ownership shall be attached in the bid documents.</p> | |
| 4.2.1.10 | <p>The service provider shall ensure that for the duration of this contract the vehicles are repaired and serviced at all service intervals, as required by the manufacturers of vehicles (forklifts).</p> <ul style="list-style-type: none"> • The current vehicles repair records and service books for the duration of the contract shall be made available to Transnet Engineering. | |
| 4.2.1.11 | <p>The service provider can supply and deliver new forklifts: NO FORKLIFTS WITH MORE THAN A 1000 HOURS ON THE HOUR METERS WILL BE ACCEPTED BY TRANSNET ENGINEERING. For new equipment, the service provider must provide the proof of purchase document from the Service Provider, the letter must include the service providers details and equipment information/specifications purchased as per scope of work.</p> | |
| 4.2.1.12 | <p>The interval service, load testing, repairs and maintenance shall be the responsibility and paid for by the service provider.</p> | |
| 4.2.1.13 | <p>The service provider to manage service intervals, load testing intervals, repairs and maintenance.</p> | |
| 4.2.1.14 | <p>Only repairs that are a result of abuse, negligence and/or poor safekeeping by Transnet Engineering staff will be paid for by Transnet Engineering.</p> | |

Signature of Bidder/s: _____ Date: _____

| <u>Item no.</u> | <u>Requirements</u> This specification covers the minimum requirements. | <u>Compliance</u> Write “YES” or tick “✓” to indicate compliance or write “NO” to indicate non-compliance. |
|------------------------|--|--|
| 4.2.1.16 | The service provider shall pay for repairs of vehicles resulting from poor interval service, skipping of service intervals, use of inferior parts / spares and poor workmanship. | |
| 4.2.1.17 | All vehicle breakdowns shall be attended to immediately. <ul style="list-style-type: none"> The service provider to ensure that if one of their vehicles cannot be repaired within a day, a substitute vehicle shall be made available. | |
| 4.2.1.18 | Replacement vehicles must be made available if the breakdown takes longer than twenty-four (24) hours (i.e. if the repair work on the breakdown will take twenty-four hours or more replacement equipment must be on site in 4 hours) business continuity. This is inclusive of weekend and public holidays. | |
| 4.2.1.19 | Vehicles to be leased for 80 hours per month. | |
| 4.2.1.20 | Bidders to submit the proposals with literature for the proposed vehicles, odometer readings. It would take ____ day(s) to deliver vehicle`s to TE. If the proposed vehicles are currently not in the possession of bidders at the time of bidding, bidders shall indicate as to when the vehicles would be available after the issue of PO / appointment letter if the bid is successful. | |
| 4.2.1.21 | It shall be noted that immediately after the current contract expires, Transnet Engineering requires the new service provider to make their forklifts available to prevent disruption of operations. The bidder`s proposals to be in line with the requirements of Transnet Engineering, otherwise the bid will be rejected. | |

Signature of Bidder/s: _____ Date: _____

| <u>Item no.</u> | <u>Requirements</u> | | | | | | <u>Compliance</u> |
|-----------------|---|---------------------------|--------------------------|-------------------------------|------------------------------|----------------------------|--|
| | This specification covers the minimum requirements. | | | | | | Write “YES” or tick “✓” to indicate compliance or write “NO” to indicate non-compliance. |
| 4.2.1.24 | The service provider to rent out to Transnet Engineering the following forklifts: | | | | | | |
| | Business | RSE Salt River | RM Salt River | Coaches Salt River | Wheels Salt River | Wheels Saldanha | T O T A L |
| | Cost centre | 2001 | 2101 | 1301 | 2201 | 2201 | |
| | 3 Ton Forklifts | 1 | 2 | 2 | | | 5 |
| | Forks Length and Lifting height | 1.5m Length 3m Height | 1.5m Length 3m Height | 1.5m Length 3m Height | | | |
| | 3.5 Ton Forklift | | | | 1 | | 1 |
| | Forks Length and Lifting height | | | | 1.5m Length 3m Height | | |
| | 4 Ton Forklift | | | | 1 | | 1 |
| | Forks Length and Lifting height | | | | 1.5m Length 3m Height | | |
| | 5 Ton Forklift | 1 | | 1 | 1 | 1 | 4 |
| | Forks Length and Lifting height | 1.5m Length 3m Height | | 1.5m Length 3m Height | 1.5m Length 3m Height | 1.5m Length 3m Height | |
| | 7 Ton Forklift | | | | | | |
| | 7 Ton Forklift with offloading | | | | | 1 | 1 |
| | Forks Length and Lifting height | | | | | 1.5m Length 3m Height | |
| | TOTAL | 1 | 2 | 3 | 3 | 2 | 12 |

Signature of Bidder/s: _____ Date: _____

4.2.2 Scope of work (Forklifts)

| <u>Item no.</u> | <u>Requirements</u> | <u>Compliance</u> Write "YES" or tick "✓" to indicate compliance or write "NO" to indicate non-compliance. |
|------------------------|--|--|
| | <u>This specification covers the minimum requirements.</u> | |
| 4.2.2.1 | Provide the rental forklifts (powered by diesel engine) for 12 months. | |
| 4.2.2.2 | Forklifts shall have 3 Ton, 3.5 Ton, 4 Ton, 5 Ton and 7 Ton sizes and be equipped with suitable lifting forks. | |

| Salt River – RSE 2001 | | | | Details of offer Comply Y (Yes)/ Do not comply N (No) |
|--|-----------------|------------|--|--|
| Requirements for Forklift trucks: 1 X 5 Ton & 1 x 3 Ton | | | | |
| Item | Capacity | Qty | Specification | |
| 1 | 5 Ton | 1 | Lease Type – STR Transmission - Manual Engine Type - Diesel Driver Activity Monitoring/Forklift tracking/tags Cab – Open with tarp roof and sides/no doors (transparent rain cover) Load centre = 600mm Max Height = 3m Free Lift = 3m Fork Length =1500mm Dimensions = Length (3150mm) Width (1480mm) Tyres = Solid Hours = 80 Need fire extinguisher. Maximum Height of closed Machine – to enter building = 2.4 m LOAD TEST: COP29 | |
| 2 | 3 Ton | 1 | Lease Type – STR Transmission - Manual Engine Type - Diesel Driver Activity Monitoring /forklift tracking/tags Cab – Open with tarp roof and sides/no doors (transparent rain cover) Load centre = 600mm Max Height = 3m Free Lift = 3m Fork Length = 1500mm Dimensions = Length (2705mm) Width (1225mm) Tyres -Solid Hours = 80 Need fire extinguisher. Maximum Height of closed Machine – to enter building = 2.4 m LOAD TEST: COP29 | |
| TOTAL | | 2 | | |

Signature of Bidder/s: _____ Date: _____

| Salt River – RM 2101 | | | | Details of offer Comply Y (Yes)/ Do not comply N (No) |
|--|-----------------|------------|--|--|
| Requirements for Forklift trucks: 2 x 3 Ton | | | | |
| Item | Capacity | Qty | Specification | |
| 1 | 3 Ton | 2 | Lease Type – STR Transmission - Manual Engine Type - Diesel Driver Activity Monitoring /forklift tracking/Tags Cab – Open with tarp roof and sides/no doors (transparent rain cover) Load centre = 500mm Max Height = 3m Free Lift = 3m Fork Length =1500mm Dimensions = As per normal ST Tyres = Solid Hours = 80 Need fire extinguisher. Maximum Height of closed Machine – to enter building = 2.4 m LOAD TEST: COP29 | |
| TOTAL | | 2 | | |

| Saldanha– Wheels 2201 | | | | Details of offer Comply Y (Yes)/ Do not comply N (No) |
|---|-----------------|------------|--|--|
| Requirements for Forklift trucks: 1 X 5 Ton & 1 x 7 Ton with offloading attached | | | | |
| Item | Capacity | Qty | Specification | |
| 1 | 5 Ton | 1 | Lease Type – STR Transmission - Manual Engine Type - Diesel Driver Activity Monitoring /forklift tracking/tags Cab – Open with tarp roof and sides/no doors (transparent rain cover) Load centre = 500mm Max Height = 2.8m Free Lift = 3m Fork Length =1500mm Dimensions = As per normal ST Tyres = Solid Hours = 80 Need fire extinguisher. Maximum Height of closed Machine – to enter building = 2.4 m Perspex windshield LOAD TEST: COP29 | |

Signature of Bidder/s: _____ Date: _____

| | | | | |
|-------|--------------------------------|---|--|--|
| 2 | 7 Ton with offloading attached | 1 | Lease Type – STR Transmission – Manual Engine Type - Diesel Driver Activity Monitoring /forklift tracking/tags Cab – Open with tarp roof and sides/no doors (transparent rain cover) Load centre = 500mm Max Height = 3m Free Lift = 3m Fork Length = 1500mm Dimensions – As per normal ST Tyres -Solid Hours = 80 Need fire extinguisher. Maximum Height of closed Machine – to enter building = 2.4 m Perspex windshield LOAD TEST: COP29 | |
| TOTAL | | 2 | | |

| Salt river – Wheels 2201 | | | | Details of offer Comply Y (Yes)/ Do not comply N (No) |
|--|-----------------|------------|--|--|
| Requirements for Forklift trucks: 1 X 5 Ton & 1 x 3.5 Ton & 1 x 4 Ton | | | | |
| Item | Capacity | Qty | Specification | |
| 1 | 5 Ton (stores) | 1 | Lease Type – STR Transmission - Manual Engine Type - Diesel Driver Activity Monitoring /forklift tracking/tags Cab – Open with tarp roof and sides/no doors (transparent rain cover) Load centre = 500mm Max Height = 3m Free Lift = 3m Fork Length =1500mm Dimensions = Length (3150mm) Width (1480mm) Tyres = Solid Hours = 80 Need fire extinguisher. Maximum Height of closed Machine – to enter building = 2.4 m LOAD TEST: COP29 | |
| 2 | 4 Ton | 1 | Lease Type – STR Transmission - Manual Engine Type – Diesel Driver Activity Monitoring /forklift tracking/tags Cab – Open with tarp roof and sides/no doors (transparent rain cover) Load centre = 500mm Max Height = 3m Free Lift = 3m Fork Length =1500mm Dimensions = Length (2705mm) Width (1225mm) Tyres = Solid Hours = 80 | |

Signature of Bidder/s: _____ Date: _____

| | | | |
|-------|---------|---|--|
| | | | Need fire extinguisher. Maximum Height of closed Machine – to enter building = 2.4 m LOAD TEST: COP29 |
| 3 | 3.5 Ton | 1 | Lease Type – STR Transmission - Manual Engine Type - Diesel Driver Activity Monitoring /forklift tracking/tags Cab – Open with tarp roof and sides/no doors (transparent rain cover) Load centre = 500mm Max Height = 3m Free Lift = 3m Fork Length = 1500mm Dimensions = Length (2705mm) Width (1225mm) Tyres -Solid Hours = 80 Need fire extinguisher. Maximum Height of closed Machine – to enter building = 2.4 m LOAD TEST: COP29 |
| TOTAL | | 3 | |

| Salt river - Coaches | | | | Details of offer Comply Y (Yes)/ Do not comply N (No) |
|--|-----------------|------------|--|--|
| Requirements for Forklift trucks: 1 X 5 Ton & 2 x 3 Ton | | | | |
| Item | Capacity | Qty | Specification | |
| 1 | 5 Ton | 1 | Lease Type – STR Transmission - Manual Engine Type - Diesel Driver Activity Monitoring /forklift tracking/tags Cab – Open with tarp roof and sides/no doors (transparent rain cover) Load centre = 600mm Max Height = 3m Free Lift = 3m Fork Length =1500mm Dimensions = Length (3150mm) Width (1480mm) Tyres = Solid Hours = 80 Need fire extinguisher. Maximum Height of closed Machine – to enter building = 2.4 m LOAD TEST: COP29 | |
| 2 | 3 Ton | 2 | Lease Type – STR Transmission - Manual Engine Type - Diesel Driver Activity Monitoring /forklift tracking/tags Cab – Open with tarp roof and sides/no doors (transparent rain cover) Load centre = 600mm Max Height = 3m | |

Signature of Bidder/s: _____ Date: _____

| | | |
|-------|---|---|
| | | Free Lift = 3m Fork Length = 1500mm Dimensions = Length (2705mm) Width (1225mm) Tyres -Solid Hours = 80 Need fire extinguisher. Maximum Height of closed Machine – to enter building = 2.4 m LOAD TEST: COP29 |
| TOTAL | 3 | |

5. GENERAL

5.1 The successful tenderer will be subjected to a workshop inspection by Transnet Engineering, to ensure that the facilities are to the satisfaction of the Transnet Engineering in terms of the quality control and equipment capabilities for manufacturing such type of equipment.

6. OTHER INFORMATION RELATED TO THE SCOPE

- 6.1 This specification states the minimum requirements relating to the work and in no way absolves the contractor from responsibility for sound ethical and engineering practices. Any omissions or sub-standard requirements of this specification must be brought to the attention of Transnet Engineering at tender stage and optional prices for addressing such omissions must be provided.
- 6.2 Any matter relating to this work, which requires a decision from Transnet Engineering shall be presented to the Project Manager in charge.
- 6.3 All offers shall be completed in every respect with this specification. Only completed tenders shall be considered.
- 6.4 The Technical Officer reserves the right to have the proposal checked independently by a third party.

7. HEALTH AND SAFETY REQUIREMENTS

- 7.1 All equipment whether detailed in this specification or not shall comply with the requirements of the Occupational Health and Safety Act 85 of 1993 as amended and all other applicable legislation including specific set of regulations and local authority bylaws where applicable. All equipment shall be designed **to be fail safe.**
- 7.2 All the necessary safety equipment such as guards over rotating equipment shall be supplied and the equipment shall comply fully with all the requirements of the South African Occupational Health and Safety Act, Act 85 of 1993 and all other applicable legislation including specific set of regulations and local authority bylaws where applicable. At all times during the manufacture, assembly and testing of the equipment the contractor will be responsible for the safety of all persons on site and the equipment.

Signature of Bidder/s: _____ Date: _____

7.3 SHE SPECIFICATION

Prior to commencement of contract, the contractor shall be issued with a SHE specification in order to compile a SHE files in line with TE requirements.

The Contractor's personnel directly involved with this contract, including those of sub-contractors, attend a **Safety induction course**. Transnet will provide the course free of charge and attendance is compulsory for all personnel under the control of the Contractor who, during the duration of the contract, will be present on site whether on a full time or adhoc basis.

The contractor must allow for all additional charges because of these requirements as no claims for extras will be accepted in connection with the foregoing.

7.4 As part of the legislative and TE SHE requirements.

The successful contractor is required to conduct a Risk assessment to ascertain all potential risks associated with this project. The completed risk assessment is to be formally submitted to the Risk department via the project manager at least two weeks prior to the commencement of the actual project. A safety file and associated documents will be required from a successful tenderer and such will be communicated by the Risk department.

8. SPECIALIST SUB-CONTRACTORS

8.1 Only specialist sub-contractors who have previously successfully completed work of the type and tent specified in this document should be engaged.

The tenderer shall provide the technical officer with sufficient proof of having suitable experience regarding the design and manufacturing of similar equipment. To this end, complete and detailed reference list shall be submitted with the tender. Reference list shall include addresses as well as contact person who may be visited for inspection of the equipment during the adjudication period.

8.2 The tender shall submit a complete list of proposed sub-contractors and suppliers of major components with his tender.

8.3 The tenderer shall be prepared to commit themselves in writing to the technical officer with an adequate, experienced and stable project team for the duration of the contract.

8.4 Transnet Engineering will not consider any Tenderer's offer that, in the sole opinion of Transnet Engineering, does not have adequate experience in the design and manufacture of such equipment.

8.5 Contractors shall do the installation simultaneously with other contractors on-site busy with other work and shall plan work that it integrates with other work performed.

9. GENERAL REQUIREMENTS

Operation will be in the following conditions:

| | |
|---------------------|--------------|
| Altitude | Sea level |
| Ambient temperature | 0°C to 45°C |
| Relative humidity | 50% to 100% |
| Atmosphere | Heavy saline |

9.1 Tenderers shall indicate clause-by-clause either that they comply in every respect with the specific requirements, or if not, exactly how it differs.

Signature of Bidder/s: _____ Date: _____

10. DEFINITIONS AND ABBEVIATIONS

| | |
|-------------------|---|
| CLIENT | Transnet Engineering Salt River. |
| TECHNICAL OFFICER | Project Manager, Transnet Engineering. |
| CONTRACTOR | Contractor appointed under this specification document. |
| SABS | South African Bureau of Standards. |
| TE | Transnet Engineering. |
| VEHICLES | Forklifts. |

11. PENALTY CLAUSES

11.1 Due to the criticality of this work, penalties will be levied for late deliveries.

TRANSNET LIMITED

12. COMPLIANCE VERIFICATION

ITS IS **MANDATORY** FOR ALL THE SUPPLIERS/BIDDERS TO COMPLETE THIS FORM. AN INCOMPLETE FORM WILL RESULT IN DISQUALIFICATION.

| No. | Heading/Subsection | Compliance Indicate compliance by ticking or writing "yes". | Comment |
|-------|--------------------------------|--|---------|
| 1. | Scope of work | | |
| 2 | Site inspection | | |
| 4 | Specific requirements | | |
| 4.2 | Scope of work (overview) | | |
| 4.2.2 | Scope of work (forklifts) | | |
| 5. | Health and Safety requirements | | |
| 6. | Penalty clauses | | |
| 7. | Schedule of prices | | |

TENDERERS: PLEASE NOTE THAT YOUR TENDER WILL BE REJECTED IF ANY OF THE ABOVE ITEMS ARE OMITTED OR NOT FILLED.

Signature of Bidder/s: _____ Date: _____