



CARRY OUT THE SERVICE AND REPAIRS TO A FOAM PUMP (Firedos)

RFQ Number: TNPA/2025/04/0015/93175/RFQ

Site: Mechanical Workshop

Transnet National Ports Authority

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1. PURPOSE

The purpose of this work scope is to procure services from an external service provider to carry out the service and repairs to a foam pump (Firedos).

2. OBJECTIVES

To ensure reliable operation, prevent system failures, and maintain optimal foam quality and distribution. To extend the pump's lifespan, ensure safety, and guarantee that it performs effectively during fire emergencies.

Transnet's objectives are to achieve completion of the works whilst still maintaining the highest quality and, safety standards and, minimizing disruptions to ongoing port operations. Emphasis is placed on Transnet's commitment to safety and its objective of Zero Harm and achieving an incident-free.

3. SCOPE OF WORK

The works comprise carrying the service and repairs to a foam pump (Firedos). **Service provider to submit a safety file with a letter of good standing before commencement of work.**

Detailed Scope of Work

Description	: Foam pump (Firedos)
Serial NO	: 11500340
PART NUMBER	: FD20000-09S2-01-103
FLOW RATE	: 317-5283 gal/min
MAX.PRESSURE	: 235 psi
TYPE	: FD20000/3-PP-S

3.1 CARRY OUT THE SERVICE TO A FOAM PUMP (Firedos)

Task List:

- Wipe down the exterior of the pump to remove dirt, debris, and foam residue.
- Clean or replace strainers and filters to ensure no blockages are affecting the foam concentrate flow.
- Clean nozzles and orifices to prevent clogging which can impact foam quality and distribution.
- Test all valves for proper operation, ensuring they open and close fully without any obstructions.
- Check the drive mechanism (such as the water motor) for any signs of wear and proper lubrication.
- Verify the accuracy of pressure gauges and replace them if they are faulty.
- Lubricate all moving parts, including bearings and joints, according to the manufacturer's specifications to ensure smooth operation.
- Test the foam quality by running a sample through the system to ensure the correct foam expansion and consistency.

3.2 PERFORM THE FOLLOWING REPAIRS TO A FOAM PUMP (Firedos)

- Repair oil leak.

NB: Report all defects found to the TNPA Supervisor

4. SITE LOCATION

The work is to be completed at the Tanker Basin Plant, Port of Cape Town. The service provider will report to the Mechanical Maintenance Department.

5. DETAILED QUOTATION

All quotes are to be submitted in a detailed format and itemized.

6. DOCUMENTATION ON AWARD

- a) Risk Assessment and method statement to conduct an evaluation in the machine.
- b) Quality control plan for all the work conducted.
- c) The service provider is to submit a safety file with a letter of good standing prior to performing the work.

7. QUALITY AND SERVICE

- a) All services supplied and delivered to Transnet must be of excellent quality in compliance with the specifications. Should the goods or service(s) not be in conformity with the specifications, Transnet reserves the right to reject them, obtain the goods or service(s) from other sources of its free choice and debit the difference in cost, if any, to the Service Provider.
- b) The Service Provider shall ensure that its employees tasked with providing the required services to Transnet are competent, and experienced in carrying out its responsibilities as set out in the scope of work herein.
- c) The Service Provider must have roadworthy and licenced vehicles.

8. HEALTH AND SAFETY REQUIREMENTS

The service provider shall take a full responsibility for ensuring that his employees and/or sub-service provider will comply with all relevant safety legislation while performing their function as required. In particular, the Service provider will:

- a) Ensure that his staff is suitably qualified and experienced in order to work in equipment to this nature.
- b) Issue suitable PPE to all his staff and ensure they are using it while performing their duties
- c) Ensure that all his staff is medically fit as per SHERQ requirements.
- d) During lifting operations the Service Provider shall immediately report any near miss or incident to the SHERQ department/Mechanical Technical.

9. GOVERNING CODES, STANDARDS AND SPECIFICATIONS

Occupational Health and Safety Act, 1993 (Act 85 of 1993) and the Driven Machinery Regulations of 2015.

10. GENERAL RULES

- a) The service provider must stipulate a warrant.
- b) The service provider must indicate lead time for service.

11. TOOLS AND MACHINERY

The service provider is to provide all labor, materials, tools, and equipment necessary to carry out the work in the scope of work.

12. APPENDIX 1

For any work to be performed inside Transnet TNPA premises, the service provider shall submit the SHE file and it must have a proper index with file dividers corresponding to the index

Date of inspection/ Evaluation: _____

Client	TNPA -MECHANICAL WORKSHOP
Employer (Principal contractor)	
Registered name of the enterprise	
Trade name of the Enterprise	
Company Registration No	
SARS registration No(PAYE)	
UIF Registration No	
COIDA registration no	
Relevant SETA for EEA purpose	
Industry sector	
Bargaining Council	
Contact person & position	
Contact number	
Site Address	
Postal Address	
Chief Executive Officer	
Chief Executive officer's email and contact number	
Construction Manager	
Health and Safety Representative	
Activities/ Service rendered	
Commencement date	
Completion date	
Site Phone	

Total number of employees on site:	
Female	
Male	
People with disabilities	

CONTRACTOR	Complying	Not Complying (i.e. Comments)	Not Applicable
1. 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)			
2. Contractor scope of work information (Company Profile)			
3. 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>)			
4. Application for a permit to do construction work (<i>if applicable</i>)			
5. Valid Letter of Good Standing with FEM/WCA: And proof of relevant insurances to carry out work.			
MANAGEMENT PLANS			
6. Copy of reference documents: Health & Safety, Security, Quality, Environmental, and other applicable Specifications Including a signed register of communication to Managers, Supervisors & Safety Officers			
7. Approved Contractor Execution Plan correlating with Specification provided by Transnet (i.e. Approved health and safety plan, environmental plan, security plan etc.)			
8. Contractors Health and Safety Policy			
9. Site Specific Emergency Plan			
10. Contractors Traffic Management Plan (<i>if applicable</i>)			
11. Procedure for handling Hazardous Chemical Substance's and Applicable Safety Data Sheet (<i>if applicable</i>).			
APPOINTMENTS			
12. 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)			
• GSR 13(a) – Ladder Inspector An abbreviated CV of the above appointed persons shall be attached to the appointment. Competency certificates will also be attached as required in specifications			
13. Elevated work training (Rescue/ Safety harnesses) – accredited Training (<i>If applicable</i>)			
14. Fall Protection Plan by competent person / Rescue Plan (<i>If applicable</i>)			
15. Contract/Project Specific Risk Assessment indicating the full scope of work and risk profile – High risk task inventory registers to be attached.			
16. 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.			

17. PPE Policy and most recent issue register			
INDUCTION			
18. Induction application forms completed for every employee of the contractor performing work on site; The following shall be attached:			
• Employee Dossier with applicable documentation;			
• Proof of site specific induction;			
• Copy of ID Document;			
• Legal Letter of Appointment;			
• Proof of competence i.e.: Artisans, drivers, operators etc.;			
• Valid medical certificate of fitness done by an Occupational Health Practitioner (i.e. Annexure 3 for construction work)			
REGISTERS			
19. 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:			
• Site visitors register			
• Excavation Inspection Register			
• Hand tools Inspection register			
• Barricading Inspection Register			
• Traffic Inspection Register			
• Mobile Toilet Inspection Register			
• Daily Risk Assessment and Toolbox Talk			
• PPE Inspection Register			
• First Aid kit Inspection Register			
• Fire Fighting Equipment Register			
• Portable electrical Equipment Register			
• Pneumatic Tool Register			
• Compressor Checklist			
• Ladder Inspection Register			
• Vehicle Inspection Register			
• Working at Height Equipment Register			
INCIDENT/ACCIDENT MANAGEMENT			
20. Incident /Accident Management Procedure including reporting, recording and investigation of incidents and accidents			
21. Register of first aid injuries			
22. Register of reportable injuries to the Provincial Director			
OTHERS			
23. Section 37(2) mandatory agreement between client - contractor and contractor - sub contractor. As well as:			

• CR 5.1(k) Principal Contractor appointment			
• CR 7(1)(c)(v) Sub Contractor appointment			
24. Training Matrix (Management, Supervisors and Employees)			
25. Copy of the OHS act and its Regulations , COID Act Regulations			

CONTRACTOR'S COMPLIANCE FILE REVIEW			
Date	Print Full Name	Designation	Signature
Status			
Approved			
Not Approved			
Reasons for not approving			