



**Provision for Sweeper Truck for Internal Cleaning for
Transnet Port Terminals Saldanha for Six (6) months**

Document Reference Number:

Site:

Break Bulk Terminal Saldanha
MPT

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Definitions

Commissioning:	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.
Contract	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.
Contract Manager	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 met (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.
Contract Owner	The person who requires a specific product, goods, or services and who is responsible to provide the budget and approval.
Contractor	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.
Contractor Execution Plan	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.
Job Owner:	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.

Risk Assessment	A risk assessment in this procedure means the process where all risks associated with the contract and its execution identified, mitigated, and managed.
Specification	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.
Lockout:	The fitting of a padlock (or caliper and padlocks) to an isolator switch so that it cannot be returned to an operating condition.
Permit Acceptor:	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.
Permit Issuer:	The operations shift manager will be responsible for the issuing of permits.
Permit Number:	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.
Permit to Work:	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.
Responsible Supervisor:	The Operations and Maintenance Supervisor who has been assigned responsibility for the operation and maintenance of a particular section/s of the plant.

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

PROVISION FOR THE RENTAL OF A SWEEPER TRUCK FOR INTERNAL CLEANING AT THE MULTI-PURPOSE TERMINAL, PORT OF SALDANHA, FOR TRANSNET SOC LTD (REGISTRATION NO. 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS [HEREINAFTER REFERRED TO AS "TPT"] FOR A PERIOD OF SIX (6) MONTHS.

1. BACKGROUND

- 1.1 Transnet Port Terminals (TPT) Saldanha requires a Sweeper Trucks to keep the Terminal's roads and other hard surfaces clean and free from loose dust and dirt to enable the Terminal for a period of six (6) months to adequately address its housekeeping needs.
- 1.2 The reduction of dust from the roads within the port boundaries is paramount to the port retaining its Environmental Authorization.
- 1.3 According to the Air Emission License (AEL), which is a legal environmental authorization, the reduction of dust is a legal requirement and makes Transnet Port Terminals (TPT) legally obliged to implement this service.
- 1.4 The service will be required 24/7 during the weekdays, including weekends and public holidays, unless instructed otherwise by the Operational Department.

2. SCOPE OF REQUIREMENTS

- 2.1 The Service Provider will supply Transnet Port Terminal with an industrial road sweeper truck, inclusive of drivers to operate the equipment.
- 2.2 The industrial road sweeper is to be designed to have extension broom capable of removing ore dust, sand, debris etc. in the work environment.
- 2.3 The sweeper must be able to at least sweep solids of size ranging from fines to debris.
- 2.4 The sweeper truck will be used to remove accumulated dust, cargo spillages and dirt from causeway areas, including roadways for disposal into a dedicated storage.
- 2.5 Service Provider must dispose all the spilled material, sludge and water into appropriate areas

as indicated by the Transnet Port Terminals.

- 2.6 The service provider is to ensure no cargo spillages are mixed and storage separately for monitoring and proper disposal.
- 2.7 The Sweeper/Vacuum trucks shall be operational for six (6) months.
- 2.8 The supplier is required to provide a sweeper truck that will be able to meet the minimum owner's requirements as stated above.
- 2.9 Appropriate demarcations and barricades should be used to cordon the affected area while cleaning takes place."
- 2.10 The Service provider shall be responsible to remove all the ore dust/ cargo buildup on the roads and quay.

3. Human capital

- 3.1 The service provider will be required to provide a minimum of two (2) qualified drivers to operate the sweeper/vacuum truck respectively for 24-hour cleaning service.

4. Equipment Required

- 4.1 One (Sweeper/ Vacuum) truck as per the specifications set out in paragraph 5.
- 4.2 Traffic cones for the demarcations and barricades of affected areas whilst cleaning takes place.

5. Specifications for Road cleaning Truck. (Below figure 1)

- 5.1 Truck Body: Comprises of hopper, integral water tank and engine cowl. Fabricated from heavy-duty stainless-steel plate. Cowling is lined with frequency matched sound proofing material. Water tank incorporated anti-surge baffles and filled via a type 'A' water hydrant fill. A twin diaphragm pump runs continuously and can run dry. Watertight twin lock rear door latching system with de-watering function. Rear discharge chute, twin rear caged beacons. Automatic multi position body propping mechanism.
- 5.2 Channel brush: Quick release brush system with infinitely variable speed up to 200rpm (cab controlled).

- 5.3 Nozzle: Low noise suction system with 250mm diameter inlet, tool free adjustment.
- 5.4 Wide sweep brush: Quick release brush system with a nominal 160-rpm rotation speed.
- 5.5 Dust suppression system: Dust suppression sprays located at suction nozzle(s), channel brush(es) and across front of vehicle.
- 5.6 Controls: Cab mounted master control panel housing sweep controls condition status indicator lamps, including:
 - 5.6.1 Raised hopper warning Exterior noise / Sound power level:
 - 5.6.2 LWA TBA dB(A) for standard engine measured.
 - 5.6.3 In accordance with EC directive 2000/14/EC.
 - 5.6.4 LWA 112 dB(A) for high power engine measured.
 - 5.6.5 In accordance with EC directive
 - 5.6.6 2000/14/EC.

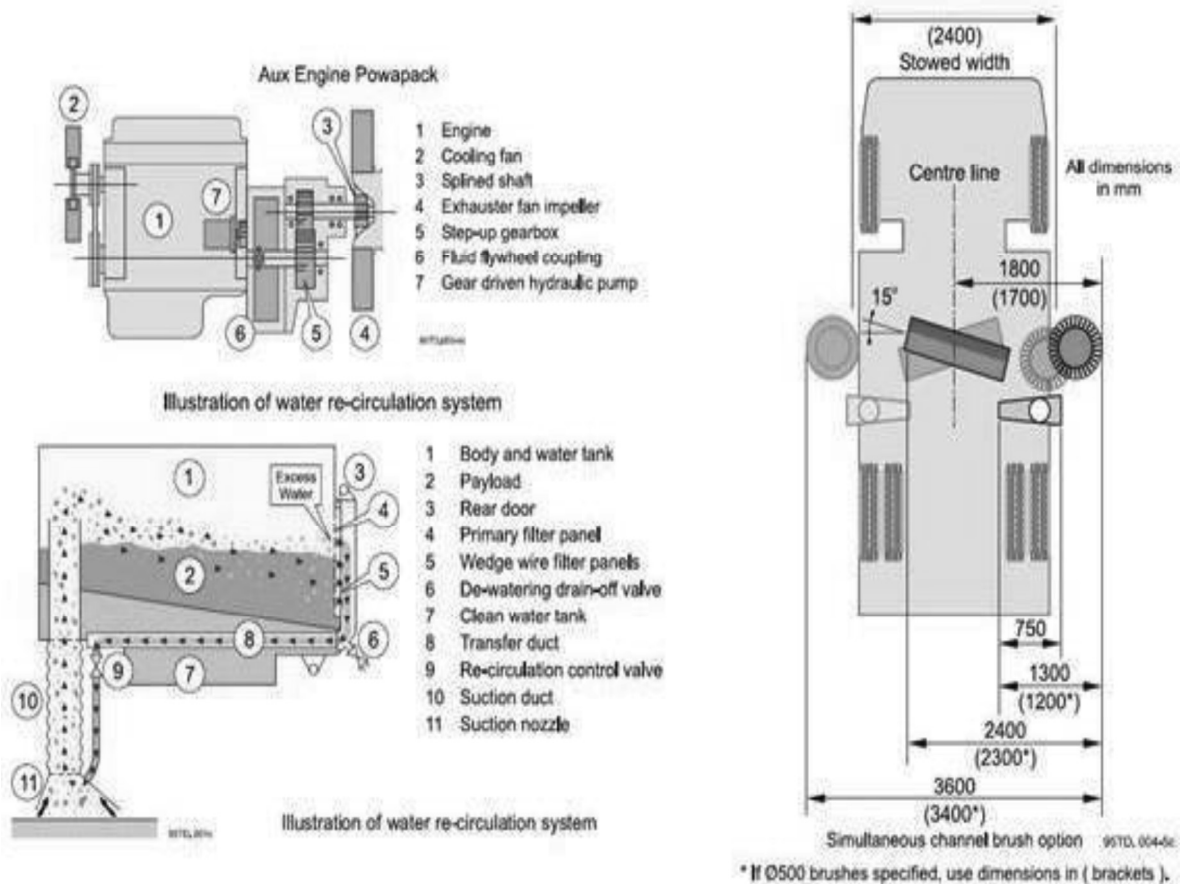


Figure 1 – Specifications for sweeper/ vacuum truck

- 5.7 Diesel/Petrol usage of the vacuum truck will be for the Service provider's account.
- 5.8 The Service Provider must have a permanently manned telephone (place of business/cellphone) and email, to ensure that immediate contact can be made in case of emergency.
- 5.9 The Service Provider shall ensure that the cleaning service is carried out as required in accordance with this scope of work and the Service Level Agreement.
- 5.10 Should the Service provider fail to execute the service, TPT shall further be entitled to arrange for an alternative Service Provider to provide the service and will deduct from the month's invoice all the costs incurred in engaging the alternative Service Provider.

6. Delivery Lead time

- 6.1 The supplier is expected to commit to the delivery times for Supply, these delivery times will be used to evaluate the supplier.
- 6.2 The service provider must be capable of commencing work on site within seven (7) days from the date of award of Business, which shall include weekends and Public Holidays, due to the urgency of the required service.

7. General Safety and Compliance Specifications

- 7.1 Service Provider must send all personnel who will operate the sweeper/vacuum truck for an occupational medical and arrange for Transnet Port Terminal (TPT) Safety, Health, Environment, Risk and Quality (SHERQ) Induction.
- 7.2 Service Provider must provide all personnel with the following Personnel Protective Equipment (PPE), and replace on a wear and tear basis:
 - a) Overalls
 - b) Hard hats

- c) Safety boots; and
 - d) Reflector jackets
- 7.3 Mechanical safety hook to secure door in open position when cleaning or maintenance is required.
- 7.4 Warning decals where necessary.
- 7.5 Adequate lighting for night work and visibility.

8. Quality and Service

- 8.1 The Service Provider shall deploy drivers who hold a valid Professional Drivers Permit (PrDP) and have a valid driver's license in respect of the required type of vehicle which are to be utilized.
- 8.2 The service provider shall further ensure that all drivers deployed have clear criminal records, be of sober habits, and are medically fit.
- 8.3 Supporting documents to be provided: Valid police clearance and medical certificates in respect of each driver/operator.
- 8.4 The costs associated in obtaining these certificates shall be for the service provider's account.
- 8.5 The Service Provider shall be fully responsible to Transnet Port Terminals (TPT) for the acts and omissions of its employees, permitted sub-contractors and agents. Furthermore, the service provider shall be solely liable for any damage caused to Transnet Port Terminals (TPT) property or injury caused to Transnet Port Terminals (TPT) Employees due to the negligence of its employees, permitted sub-contractors and agents.
- 8.6 Transnet Port Terminals (TPT) shall be entitled to deduct the amount involved from any payment due to the service provider.

9. GENERAL DUTIES AND REQUIREMENTS

- 9.1 The Service Provider undertakes that during the performance of the Transportation and Handling of Cargo Services that it shall carry out the following general duties:
- I. Perform in accordance with the hours of work as may be stipulated by the Multi-Purpose Terminal, which shall include hours of work on public holidays and weekends.

All Standby charges and overtime charges will be for the service provider's account.

- II. The service provider shall ensure that all services are fully supervised by a dedicated supervisor.
- III. The service provider must regularly liaise with the Operations Manager / Supervisors in respect of the operational activities that are taking or will take place which has an impact on the services the service provider renders.
- IV. Ensure that the Supervisor on duty follows all planning and allocations according to the TPT schedule and that all communication will be with the nominated TPT's Representatives.
- V. Ensure that all service provider personnel are strictly managed to ensure safety protocols and productivity levels.
- VI. Observe all activities relevant to the service requirement, mitigating any unsafe practices.
- VII. The service provider shall strictly adhere to the cleaning plan, incident and damage procedures and stacking instructions as prescribed by TPT.
- VIII. Undertake to provide additional resources as requested by TPT to meet the planned productivity rate should cargo be required to be driven/moved to other areas.
- IX. The Service Provider may not cede, assign, make over or delegate any of its rights and/or obligations to any third party without the prior written consent of TPT.
- X. If granted the Service Provider shall nevertheless remain liable to TPT as a principal for the fulfilment of all the obligations of the sub-contractor.
- XI. There shall be no direct communication with the Customer, importer or any client of Transnet Limited, Service Provider(s) or stakeholders.

10. TECHNICAL REQUIREMENTS

Service Providers evaluated according to the following criteria:

Criterion	Minimum requirements
Experience The Service Provider shall be required to have a proven record of accomplishment for providing the service of cleaning or similar services delivered. Supporting documents - On a Company letterhead, List two (2) contactable references as follow: Project name/ equipment supplied, duration of service, Client, reference, and contact details of client.	1. On a Company letterhead, List two (2) contactable references as follow: Project name/equipment supplied, duration of service, Client, reference, and contact details of client = 20 of points
	2. On a Company letterhead, List one (1) contactable references as follow: Project name/ equipment supplied, duration of service, Client, reference, and contact details of client = 10 points
	3. On a Company letterhead, List no (0) contactable references as follow: Project name/ equipment supplied, duration of service, Client, reference, and contact details of client = 0 points
Response time Provide dedicated Technical support to cover required maintenance, defects, breakdowns as well as supervision on a 24/7 basis and ideally to respond within (60) minutes or less. Supplier is required to submit a detailed and traceable reference confirming the service provider's response time, since we cannot afford any operational disruption to honor our commitments to our clients.	1. Traceable reference confirming the service provider's response time less than (\leq) 60 minutes or less = 20 points
	2. Traceable reference confirming the service provider's response time greater than ($>$) 60 minutes = 0 points
Confirmation of Drivers/Operators The service provider shall have a minimum of 2 drivers available. The drivers must	1. Provide certified copies of a valid Code C1/EC driver's license and PrDP greater than ($>$) equal to ($=$) 2 = 30 Points.

hold a valid Code C1/EC driver's license and PrDP.	2. Provide certified copies of a valid Code C1/EC driver's license equal to (=) 1 = 15 Points
	3. Provide no certified copies of a valid Code C1/EC driver's license = 0 Points
<p>Confirmation of Equipment:</p> <p>Service provider to submit valid, clear and certified copies of registration licenses for each of the 1 x Sweeper truck.</p> <p>Evidence regarding ownership or valid endorsed lease agreement:</p> <p>If owned: The bidder is required to submit certified copies of registration or valid vehicle licenses for each piece of equipment.</p> <p>If Lease: The bidder is required to submit a letter on the lessor's letterhead confirming the intention to lease the equipment. The letter to include:</p> <p>a) Description of equipment to be leased</p> <p>b) Quantity of equipment to be leased for each type of equipment</p> <p>c) Confirmation of availability</p>	1. 1 x Sweeper truck certified copies of registration certificates / valid vehicle license OR Letter of intent with the required information = 30 points
	2. No certificate copies of registration certificates and no letter of intent to lease = 0 points

The minimum qualifying score required is 70%

11. ELIGIBILITY AND QUALIFICATIONS OF BIDDERS

- 11.1 The bidders to provide proof service records for Sweeper truck, showing that the equipment was serviced as per OEM service manual, services records should not be older than twelve (12) months.
- 11.2 For new equipment, the service provider must provide a proof of purchase document from the Supplier/OEM, the letter must include the service provider's details and equipment information/specifications purchased as per scope of work.

- 11.3 For second-hand equipment service records indicating the service hours, and service history. Occupational Health And Safety Act, Act 85 Of 1993. Driven Machinery Regulations, 2015

12. GENERAL SAFETY AND COMPLAINE SPECIFICATIONS

- 12.1 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.
- 12.2 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.
- 12.3 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.
- 12.4 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.
- 12.5 The contractor must submit completed SHE File Electronic to Contractor Manager for approval.
- 12.6 Contractor undergoes induction training prior to handing over the site to the Contractor as TRN-IMS- GRP-GDL 014.6 Contractor Induction Minimum Requirements.
- 12.7 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.
- 12.8 Service Providers are liable to collect and remove all waste generated during the contract/project. Generated Waste will not be allowed to be disposed within TPT waste skips. Removal of Hazardous waste will be contractor's responsibility and Disposal Certificate submitted to SHEQ after waste has been disposed safely.