
	<b>Site:</b> Lighthouse and Navigational Systems – Central Eastern Region <b>Title:</b> Lighthouse Ground and Pool Maintenance		<b>Document Number:</b> <b>SOW-ER-06-2025</b>
	<b>Inspection:</b> M. Sihewula Devan Pillay	<b>Revision:</b> 0	<b>Date Issued:</b> 03/06/2025

## SCOPE OF WORKS

### GROUND MAINTENANCE – CENTRAL EASTERN REGION

#### TABLE OF CONTENTS

- 1 SCOPE OF WORK
- 2 DEFINITION
- 3 CONTRACT PRICE ADJUSTMENT FACTOR
- 4 VALUE ADDED TAX
- 5 SUPERVISION
- 6 MAINTENANCE
- 7 TO BE SUPPLIED BY CONTRACTOR
- 8 TO BE SUPPLIED BY Transnet National Ports Authority (TNPA), Lighthouse Navigational Systems (LSN)
- 9 INFORMATION TO BE OBTAINED ON SITE
- 10 SITE ARRANGEMENTS
- 11 OSH ACT 85 OF 1993
- 12 SPECIAL REQUIREMENTS
- 13 MEASUREMENT AND PAYMENT TERMS
- 14 INSURANCES
- 15 GENERAL
- 16 WORK SPECIFICATION
- 17 PRICE SCHEDULE – GROUND AND POOL MAINTENANCE

	<b>Site:</b> Lighthouse and Navigational Systems – Central Eastern Region <b>Title:</b> Lighthouse Ground and Pool Maintenance		<b>Document Number:</b> <b>SOW-ER-06-2025</b>
	<b>Inspection:</b> <b>M. Sihewula</b> <b>Devan Pillay</b>	<b>Revision:</b> 0	<b>Date Issued:</b> 03/06/2025

## 18 EVALUATION CRITERIA

## 19 SIGNING OFF

### 1. SCOPE OF WORK

For the purpose to this contract the 'Works' shall include ground maintenance, tend flower beds, cut overhanging tree branches, maintain fire breaks, clearing of all garden refuse, swimming pool and driveway maintenance.

### 2. DEFINITION

Lighthouse means the Transnet National Ports Authority, Contracts manager East (Lighthouse and Navigational Systems), or any person lawfully acting in that capacity.

### 3. CONTRACT PRICE ADJUSTMENT FACTOR

Escalation after twelve months in accordance to CPI

### 4. VALUE ADDED TAX

All tendered rates are to be **exclusive** of V.A.T.


### 5. SUPERVISION

The Service Provider or a responsible person empowered to act for them, shall be constantly on the works to monitor staff and safety conditions and report any diverse conditions on stations. A supervisor to be on site at all times during the execution of the works. No Grass cutting team shall be left unsupervised at any site at any time for whatever reason.

### 6. MAINTENANCE

6.1 The Service Provider shall make good to the satisfaction of the Contracts manager, poor service and/or workmanship which are not in accordance with this contract and which may appear within a period of twenty four months after the date of acceptance of the Work, and shall repair all damage caused thereby, free of charge.

6.2 The Service Provider shall undertake work on the rectification of any defects that may arise during the maintenance period within 7 days of them being notified by the Contracts manager in writing of such defects.

	<b>Site:</b> Lighthouse and Navigational Systems – Central Eastern Region <b>Title:</b> Lighthouse Ground and Pool Maintenance		<b>Document Number:</b> <b>SOW-ER-06-2025</b>
	<b>Inspection:</b> <b>M. Sihewula</b> <b>Devan Pillay</b>	<b>Revision:</b> 0	<b>Date Issued:</b> 03/06/2025

6.3 Should the Service Provider fail to comply with the requirements of Clause 6.2 hereof or fail to expedite the repairs to the satisfaction of the contract manager, the contract Manager will be entitled to undertake the necessary repair work or affect replacement of defective apparatus or materials and the Contractor shall reimburse TNPA Lighthouse and Navigational Systems the total cost of such repairs or replacements including the labour costs incurred in replacing defective material.

## **7. TO BE SUPPLIED BY CONTRACTOR**

The Service Provider shall supply the necessary machinery, tools, equipment, labour materials, personal protective clothing and transport required for the proper completion of the works.

## **8. TO BE SUPPLIED BY TNPA LIGHTHOUSE AND NAVIGATIONAL SYSTEMS**

TNPA Lighthouse and Navigational Systems will provide access to each premise.

Access into Island view is strictly controlled, and the contractor will be expected to abide by all access rules.

Cost of lost, damaged, and stolen permits are for the cost of the contractor.

## **9. INFORMATION TO BE OBTAINED ON SITE**

The Service Provider shall visit the sites of the proposed work and acquaint themselves with the nature of work, the condition under which the work is to be performed, the means of access to the site, any limitations or other authorities and in general with all matters that may influence or affect the contract and shall be deemed to have allowed in his tender for any additional cost involved due to the foregoing, as no claims for any extras in connection with the position or nature of the work will be entertained.

## **10. SITE ARRANGEMENTS**


Contact Project Leader or Contracts manager East

## **11. OHS ACT 85 OF 1993**

For the purpose of the Occupational Health and Safety Act 1993 (Act No 85 of 1993) all works/contractors to be subject to the Act and control of the relevant Transnet National Ports Authority Risk Official

## **12. SPECIAL REQUIREMENTS**

Special attention and compliance to General Safety Regulations as promulgated in terms of the OSH Act (Act 85 of 1993) .

	<b>Site:</b> Lighthouse and Navigational Systems – Central Eastern Region <b>Title:</b> Lighthouse Ground and Pool Maintenance		<b>Document Number:</b> <b>SOW-ER-06-2025</b>
	<b>Inspection:</b> <b>M. Sihewula</b> <b>Devan Pillay</b>	<b>Revision:</b> 0	<b>Date Issued:</b> 03/06/2025

### 13. MEASUREMENT AND PAYMENT

The unit of measurement will be as stipulated in the Tender Quotation Form. Monthly payment will be made thirty days from statement as per Transnet National Ports Authority Procurement Policy.

The Service Provider shall not levy additional costs for diverse work without due written authorization from Project Leader/ Contracts manager and Procurement Manager.

### 14. INSURANCES


The Contractor shall effect at his own cost any insurance which he deems necessary in his own interest to cover his loss and/or damage to TNPA Lighthouse and Navigational Systems property or against legal liability for accidental death, injury or damage to third party persons and/or property arising out of or in connection with the carrying out of this contract.

### 15. GENERAL

- 15.1 The Service Provider shall not cede, assign, transfer or sub-let the agreement or any part thereof and not enter into any sub-contract of whatsoever nature for the execution hereof without prior written consent of Transnet National Ports Authority (TNPA), Lighthouse and Navigational Systems (LNS).
- 15.2 No amendment or variation of, or addition to this agreement shall be of any force or effect unless reduced to writing and signed by both parties.
- 15.3 All Service Providers shall submit with their tenders their Tax Clearance Certificate or electronic access PIN obtained from SARS's new Tax Compliance Status (TCS) system.
- 15.4 Transnet National Ports Authority Lighthouse and Navigation Systems has a Safety Health and Environmental Policy in place and a copy of the SHE specification is enclosed as it forms part of this tender for compliance where necessary.

### 16. WORK SPECIFICATION


- 16.1 The Service Provider shall provide a monthly service of ground and pool maintenance for Lighthouse and Navigation Systems property as stipulated in the Price Schedule for a period of twenty-four months.
- 16.2 The Service Provider shall provide Ad-Hoc services as and when required for the twenty-four-month period.
- 16.3 The Service Provider shall be granted access onto the premises to conduct Inspections for quotations and Ad-Hoc services when required with the Project Leader or Lighthouse and Navigation Systems Technician present.
- 16.4 The Service Provider shall provide trained personnel to conduct all operations in a safe manner.
- 16.5 Grass to be cut by mechanical means and shall be no longer than 25 mm after cutting.
- 16.6 All alien vegetation including weeds to be removed.
- 16.7 The Service Provider shall provide good reliable machinery and equipment for the execution of operations.

	<b>Site:</b> Lighthouse and Navigational Systems – Central Eastern Region <b>Title:</b> Lighthouse Ground and Pool Maintenance		<b>Document Number:</b> <b>SOW-ER-06-2025</b>
	<b>Inspection:</b> <b>M. Sihewula</b> <b>Devan Pillay</b>	<b>Revision:</b> 0	<b>Date Issued:</b> 03/06/2025


- 16.8 Contractors staff shall be neatly dressed at all times with appropriate PPE that is clearly marked and branded with the company's name.
- 16.9 Appropriate screening method to be used when cutting grass close to windows and vehicles or anywhere there is a chance of stone chips or flying debris.
- 16.10 The Service Provider shall provide reliable and appropriate transport to and from each station as per Price Schedule.
- 16.11 The Service Provider must remove all garden refuse, tree branches, litter and rubble from each station on completion of operations.
- 16.12 The Service Provider shall submit a copy of the company's registration certificate with Department of Labour.
- 16.13 The contract shall be valid for a 24-month period from the date of the purchase order.

## 17. Price Schedule – Ground and Pool Maintenance


LIGHTHOUSE	AREA	DESCRIPTION	Cost /month
1. Tugela	Tugela Mouth  ± 110km from Durban Workshop	1. Maintain Fire Break 2m around fence  2. Maintain 3 metre fire break on either side of the 300-metre-long driveway.  3. Cut overhanging trees along driveway and around property  4. Apply weed killer on 1300 m <sup>2</sup> paved area and remove any growth.  5. Approximate perimeter 180m?	
2. Cooper	721 Marine Dr Bluff  ± 10 from Durban Workshop	1. Maintain Grounds around Tower, Quarters, Radio Room, ATU Room  2. Maintain Grounds between road and boundary wall  3. Apply weed killer on gravel area  4. Cut overhanging tree branches  5. Approximately area 3450 m <sup>2</sup>	

	<b>Site:</b> Lighthouse and Navigational Systems – Central Eastern Region <b>Title:</b> Lighthouse Ground and Pool Maintenance		<b>Document Number:</b> <b>SOW-ER-06-2025</b>
	<b>Inspection:</b> <b>M. Sihewula</b> <b>Devan Pillay</b>	<b>Revision:</b> 0	<b>Date Issued:</b> 03/06/2025

3. Cooper technician quarters	134 Hoosen Haffajee road Bluff  ± 10 km from Durban  Workshop	1. Maintain Grounds around Quarters 2. Maintain Grounds between road and boundary wall 3. Apply weed killer on paved area 4. Cut overhanging tree branches 5. Approximately area 3450 m <sup>2</sup>	
4. Widenham Racon Beacon	45 Widenham Drive ± 50 km south of Durban Workshop	1. Maintain Grounds within fenced area 2. Maintain Grounds on pan handle driveway 3. Cut overhanging tree branches 4. Approximately area 4450 m <sup>2</sup>	
5. Green Point Lighthouse	Clanstal  55 km south of Durban workshop	1. Maintain 3 metre fire break – +/-400m perimeter. 2. Maintain lawn outside the fence. 300 m <sup>2</sup> 3. Maintain inside fenced area +/- 1300 m <sup>2</sup>	
6. Ifafa Beach	Ifafa Beach  End of Sidney Gee Ln  ± 95km south of Durban Workshop	1. Maintain Grounds within fenced area 2. Maintain Grounds between road and fence – north and west side of property 3. Maintain Fire Break 3 m east side of fence 4. Approximately area 1350 m <sup>2</sup>	


	<b>Site:</b> Lighthouse and Navigational Systems – Central Eastern Region <b>Title:</b> Lighthouse Ground and Pool Maintenance		<b>Document Number:</b> <b>SOW-ER-06-2025</b>
	<b>Inspection:</b> <b>M. Sihewula</b> <b>Devan Pillay</b>	<b>Revision:</b> 0	<b>Date Issued:</b> 03/06/2025

7. Port Shepstone Lighthouse	Port Shepstone Queen Elizabeth drive ± 130km south of Durban Workshop	1. Maintain Grounds within fenced area 2. Apply weed killer to paving 3. Maintain Fire Break 2m outside fence 4. Approximately area 2600 m <sup>2</sup> 5. Maintain 2m verge along 40 m the front wall.	
8. North Sands Bluff	Port Edward Milford Ave ± 175km south of Durban Workshop	1. Maintain Grounds within fenced and pool area 2. Maintain verge (5m X 25m) between road and fence 3. Cut overhanging tree branches. 4. Maintain flower beds and rockery 6. Apply weed killer on all paved areas. 7. Approximate area 1250 m <sup>2</sup> 8. Brush pool wall 9. Vacuum clean pool 10. Backwash filters 11. Add necessary chemicals to maintain Ph balance 12. Treat water to remove black and green algae 13. Add Blu 52 chlorine tabs 14. Pool maintenance – twice monthly 15. Pool size – W - 4m X L - 7m X D – 1.5m)	

	<b>Site:</b> Lighthouse and Navigational Systems – Central Eastern Region <b>Title:</b> Lighthouse Ground and Pool Maintenance		<b>Document Number:</b> <b>SOW-ER-06-2025</b>
	<b>Inspection:</b> <b>M. Sihewula</b> <b>Devan Pillay</b>	<b>Revision:</b> 0	<b>Date Issued:</b> 03/06/2025

9. Port of Durban Fixed Nav Aids	Main Channel Rear Leading Light Venezuela Rd Island View 2 ± 12km from Durban Workshop	1. Maintain Grounds 2m either side of 300m driveway from main security gate to building gate 2. Cut overhanging tree branches 3. Maintain Grounds within fenced area 4. Maintain 3 metre Fire Break around fence 5. Approximately area 2900 m <sup>2</sup>	
10. Port of Durban Fixed Nav Aids	Main Channel Front Leading Light - Corner Wharf side and Java Rd Island View 1 ± 9km from Durban Workshop	1. Maintain Grounds within fenced area 2. Maintain Grounds between road and fence 3. Approximately area 350m <sup>2</sup>	
11. Port of Durban Fixed Nav Aids	Island View Channel Front Leading Light Island View 1 ± 9km from Durban Workshop	1. Maintain Grounds within fenced area 2. Maintain Grounds between road and fence 3. Approximately area 250m <sup>2</sup>	
12. LNS Durban workshop	Durban 4 Bayhead Road Durban	1. Approximately area 100m <sup>2</sup> 2. Cut overhanging tree branches (Palm trees) 3. Maintain flower beds 4. Apply weed killer to paving 5. Maintain 3 metre fire break along the rear fence 140m.	




	<b>Site:</b> Lighthouse and Navigational Systems – Central Eastern Region <b>Title:</b> Lighthouse Ground and Pool Maintenance		<b>Document Number:</b> <b>SOW-ER-06-2025</b>
	<b>Inspection:</b> <b>M. Sihewula</b> <b>Devan Pillay</b>	<b>Revision:</b> 0	<b>Date Issued:</b> 03/06/2025

13. Cape Hermes Lighthouse  * 8 X maintenance interventions required.  Supervisor to provide dates.	Port St Johns. Marine drive	1. Maintain Fire Break 2m around fence and water tanks. 4 metre fire breaks along the 50m front wooden fence.  2. Maintain Grounds along 600m driveway  3. 2m fire breaks either side of the driveway.  4. Cut overhanging trees along driveway and around property  5. Approximately area 3550 m <sup>2</sup>	
---	-----------------------------	--	--


#### Price Schedule for ad-hoc works

SERVICE	Qty	Total cost per visit
1. Cut and remove uprooted trees	4	
2. Cut and remove fallen branches	4	
3. Clear Firebreak around property perimeter, cut overhanging trees	4	

	<b>Site:</b> Lighthouse and Navigational Systems – Central Eastern Region <b>Title:</b> Lighthouse Ground and Pool Maintenance	<b>Document Number:</b> <b>SOW-ER-06-2025</b>
	<b>Inspection:</b> <b>M. Sihewula</b> <b>Devan Pillay</b>	<b>Revision:</b> 0  <b>Date Issued:</b> 03/06/2025

## 18. Evaluation Criteria

Criterion/Criteria	Explanation	
<b>Administrative responsiveness</b>	Completeness of response and returnable documents	
<b>Criteria</b>	<b>Documents</b>	
1. Previous experience. Tenderer's previous experience, specifically with respect to managing large long term Ground maintenance contracts	<ul style="list-style-type: none"> <li>No Submission or No experience = 0</li> <li>Poor (1-4) contracts successfully carried out like the works) = (0%-50%)</li> <li>Satisfactory (5-7 contracts successfully carried out like the works) = (50%- 80%)</li> </ul> <p>Good (7 or more contracts successfully carried out like the works) = (80%-100%)</p>	<b>Weights</b>  40
2. Physical work program	<ul style="list-style-type: none"> <li>Submit a physical work program detailing how the contractor plans to complete all sites monthly for the contract period</li> </ul>	20
3. Safety	<ul style="list-style-type: none"> <li>Submit Safety, Health &amp; Environment (SHE) plan covering all TNPA requirements of the attached SHE specification.</li> </ul>	20
4 Asset base	<p>List of assets owned by company that would be available to service all TNPA Lighthouse and Navigational Systems Sites.</p> <p>4.1 Vehicles - list of vehicles as well as copies of NATIS registration documents or lease/hire agreements for vehicles that are available for use in the fulfilment of this contract.</p>	10
	<p>4.2 Machinery and equipment that are available for use in the fulfilment of this contract. (Submit list of working machinery and equipment)</p>	10

	<b>Site:</b> Lighthouse and Navigational Systems – Central Eastern Region <b>Title:</b> Lighthouse Ground and Pool Maintenance		<b>Document Number:</b> <b>SOW-ER-06-2025</b>
	<b>Inspection:</b> M. Sihewula Devan Pillay	<b>Revision:</b> 0	<b>Date Issued:</b> 03/06/2025

<b>Final weighted evaluation based on 80/20 preference point</b>	<ul style="list-style-type: none"> <li>Pricing and price basis [firm]</li> </ul> B-BBEE status of company - Preference points will be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table indicated in Annexure A: B-BBEE Claim Form.
--	--

## 18. Signatures

### Compiled by:

**Name:** Devendran Pillay

**Designation:** Operational Supervisor

**Signature:** \_\_\_\_\_



**Date:** 2025 / 06 / 03

### Approved by:

**Name:** Menathi Sihewula

**Designation:** Regional Manager

**Signature:** \_\_\_\_\_



**Date:** 2025 / 06 / 03