

## **Transnet Port Terminals**

### **Ngqura Container Terminal Document**

<b>Document Title</b>
<b>SCOPE OF WORK</b>

Scope of Work Title:
<b>Provision to hire Three (3) 2.5 Ton Forklifts (FL) for TRANSNET SOC LTD (Reg No. 1990/000900/30) operating as Transnet Port Terminals (Hereinafter referred as “TPT”) for Ngqura Container Terminal (NCT) for a period of six (6) months.</b>

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## **1 BACKGROUND**

The Ngqura Container Terminal has been operational since October 2009 and is mainly used as a transshipment hub. The terminal uses various types of container handling equipment inside the port. NCT operates on the system whereby a container will be offloaded from a vessel by a Ship to Shore (STS) Crane onto a Hauler & Trailer and then taken to the stacking area where an RTG crane or Reach Stacker will offload the container and place it in the designated slot in the stack. Forklift is assisting on moving shoe boxes and for Technical requirements.

## **2 PURPOSE**

The terminal requires Forklifts to improve the current equipment challenges experienced by the terminal.

## **3 OBJECTIVE**

The purpose of this scope of work is to hire three (3) Forklifts (FL) for Ngqura Container Terminal for a period of (6) six months to mitigate the current challenges of the equipment.

## **4 SCOPE OF WORK**

The Service Provider shall provide three (3) Forklifts (FL) for a period of six (6) months for Port of Ngqura Container Terminal (NCT). The three forklifts shall have the below requirements.

**4.1. The three (3) hired Forklifts shall comply with the following specification:**

### **4.1.1. Engine requirements:**

- Engines shall be robust, four stroke diesel, liquid cooled and have sufficient power for the duty required.
- The air cleaning system (cyclone or similar) shall be designed to prevent the ingress of dust into the engine.
- The exhaust outlet must be of the 'goose neck' type to prevent the ingress of water under any operational or non-operational conditions.
- The exhaust pipe and outlet manifold must be protected by a heat shield.
- An engine management and cut-out system shall be fitted to protect the engine from overheating, low oil pressure, over revving and other abnormal conditions.
- The engine management system shall allow for shutting the engine down, whilst ensuring that the terminal operational equipment remains operational, when the seat is not occupied for a predetermined time lapse. (Supplier to indicate the time duration. However, facility must be available to allow Purchaser to adjust the time duration.)
- The engine shall comply as a minimum with 'EUROMOT II' emission standards.
- The exhaust shall be sufficiently silenced.
- The outlet manifold must be protected by a heat shield if exposed when the engine compartment is opened.

### **4.1.2. Fuel tank requirement:**

- The tank capacity must allow for enough fuel for twelve (12) hour shift.
- The fuel line between the tank and the fuel pump must be fitted with an in-line strainer.
- A water trap and in-line fuel filter shall be fitted after the pump.
- The fuel cap(s) must be lockable with an attachment (e.g., chain)
- Anti-siphoning system to be fitted to the fuel tank.

#### **4.1.3. Signage and marking of the Forklift**

- A machine data plate and a load chart shall be fitted in the cab.
- Warning stickers shall be provided at all locations on the Forklift that impose a danger.
- Information stickers in specific locations to assist the driver/maintenance staff with the operation/maintenance of the Forklift shall be supplied.
- Retro-reflective tape shall be fitted to both sides and the rear of the Forklift
- Load test label on the machine.

#### **4.1.4. Chassis**

- A steel chassis is required.

#### **4.1.5. Transmisison**

- The transmission shall be governed not to exceed a speed of 30 km/hr.
- A fully automatic transmission is required.
- The ratios must be ideally suited for the application.
- An external screw on type filter must be fitted on the oil cooling system of the transmission.
- The transmission must be fitted with a tamper proof mechanical or electronic forward/reverse protection device. It must prevent the driver from engaging reverse whilst the machine is still moving forward and vice versa.
- The transmission shall be fitted with a transmission oil pressure monitoring system, that will automatically cut out the forklift should the transmission oil pressure drop below the operating pressure parameter. Oil pressure monitoring system shall be linked to an alarm in the operator's cabin.
- The transmission shall be fitted with a transmission oil temperature monitoring system, that will automatically cut out the forklift should the transmission oil temperature increase beyond the maximum allowed operating temperature parameter. The monitoring system shall be linked to an alarm in the operator's cabin.

#### **4.1.6. Drive Axle**

- A wide track, double reduction, heavy duty front axle is required.
- The axle shall incorporate oil submerged wet disc brakes.

#### **4.1.7. Rear Axle**

- The Forklift shall be equipped with an oscillating type rear axle.
- The Forklift shall be equipped with a hydrostatic power steering system.
- A double acting steering cylinder mounted between the rear wheels shall be fitted.
- The power steering system must be effective at engine idling speed.

#### **4.1.8. Hydraulic System**

- An efficient filter must be incorporated in the suction line to the hydraulic pump.
- The oil reservoir shall be fitted with a suitable sight glass for visual inspection of the fluid level.
- Test points for testing hydraulic pressures must be fitted. These points must be grouped together. Where possible, steel tubing, which shall be treated with suitable corrosion protection, in lieu of rubber hosing, must be used for hydraulic lines. (optional)
- All hydraulic fittings shall be wrapped with a petrolatum impregnated tape or sprayed with a petrolatum primer to prevent corrosion.
- A load sensing hydraulic system featuring variable displacement pump technology shall be provided.

#### **4.1.9. Electrical**

- A 12 volt negative earth system is required on each Forklift
- An alternator (current regulator) shall also be included at the operator cabin of Forklift.
- The machine shall be fitted with the following minimum lighting system:

- ☐ Two (2) headlamps (Headlights shall be of the halogen type, where it proves of superior technology and is cost effective LED lights may be used.
- ☐ Two (1) LED tail lights
- ☐ Two (2) LED stop lights
- ☐ Two (2) LED front and 2 x LED rear direction indicator lights
- ☐ Additional light requirements on the hired machines shall include:

#### **4.1.10. The operator cabin shall be further be fitted with the following instruments:**

- Speedometer with odometer
- Temperature indication for engine coolant and over heating
- Electric fuel level indication
- Engine oil pressure indication or warning light
- Engine hour meter
- Low pressure warning light for air brakes
- A back lit instrument panel is required
- Transmission oil pressure fault indication.
- The machine shall be equipped with a 'Load Moment' indicator system. Full details of system shall be furnished.
- All additional instruments and gauges that will be fitted shall be listed separately.
- An override system shall be available to allow for a 110% statutory load test to be conducted.

**4.2. The hired (FL) will have brand-new tyres or good-conditioned tyres to survive for the duration of the contract. And all cost will be covered by the contractor to replace tyres when damage or examiners see that tyres need to be replace. All repairs and maintenance on contractor costs.**

**4.4. The Service Provider shall submit the technical datasheet of the proposed Forklift to be leased.**

**4.5. The Service Provider shall submit valid test certificates load test as per the OSH ACT regulation tested @ 100 % load.**

**4.6. In addition, Service Provider shall be required to further load test the Three machines upon arrive at the terminal. The load test shall be conducted by a registered LME to comply with the COP 29 Transnet Requirement tested @ 110% at their cost. The load test shall be carried out with minimal disruption to operation.**

**4.7. The Forklifts (FL) should not be older than five (5) years and not exceed 2500 hours**

**4.8. The rental of the Three (3) Forklifts shall encompass the full maintenance lease for the duration of the rental period inclusive of any required work outside of the service schedule e.g., warrantee, tyre damage, tyre replacement and accidents due to equipment failure.**

**4.9. The full maintenance shall include all services, wear and tear, repairs required as per the manufacture's schedules including all labour, parts and consumables.**

**4.10. The Service Provider shall maintain comprehensive insurance coverage for the Forklifts (FL) including liability and damage coverage, for the duration of the hiring period.**

**4.11. The Service Provider shall submit the maintenance records for each Forklift indicating that they have been maintained as per the particular OEM requirements. NB! In the event that the Forklift is not yet maintained due for its first maintenance intervention, proof in this regard to be send. \*Note: Service Provider to submit a letter from the OEM or OEM Maintenance Manuals stipulating the maintenance requirements of the forklift being supplied.**

**4.12. The supply of diesel shall be provided by TPT for the duration of the contract.**

**4.13. The Service Provider is to further provide twenty-four (24)-hour technical support for the duration of the lease. The service provider is required to respond to a call from a TPT representation within two (2) hours of the call placed. (Hiring costs of the Forklifts to include breakdowns)**

**4.14. The Service Provider shall submit CV of the technician or artisan and qualifications having a minimum experience of two (2) years in Forklift maintenance or similar equipment. The CV shall include Trade (Diesel Mechanic or Forklift Mechanic).**

**4.15. The Forklifts (FL) will be operated by TPT certified operators.**

**4.16. The Service Provider shall also include the transportation cost from and to NCT for all the equipment.**

**4.17. The leased Forklifts shall be delivered in this addressed:  
Ngqura Container Terminal  
Neptune Road, Port of Ngqura  
Port Elizabeth  
6001**

**4.18. The Service Provider shall deliver the Three (3) Forklifts within 10 days after issuing of Purchase Order (PO.)**

**4.19. Penalty**

**4.19.1. The following penalty shall be levied upon the Service Provider for non-compliance as set out below:**

- In the event that the service provider gets called out to attend a breakdown and arrives late for more than 120 minutes from time of call-out, a penalty of 0.1% will be applied on the overall contract cost for every occurrence. (If it can be proved that the late coming was due to a reason outside the control of the Service Provider– no penalty will be raised).**

**4.20. The Service Provider shall submit proof of past experience in supply and rental of Forklifts or similar previous executed works. The references shall include the following: company name, contact person, contract number, value and project description executed in the last five (5) years.**

**4.21. The Service Provider to submit a signed letter of confirmation on a company letterhead that they shall comply with the scope requirement ( Not used for scoring).**

**5 TPT TO PROVIDE**

- Gate access for the supplier representative during delivery**

- Allocated parking bay to park the machine when working
- Access to ablution facilities
- Supply of diesel and refuelling of the Three (3) Forklifts.
- Competent operator certified on the Forklifts Operating.

## **6 SECURITY REQUIREMENTS**

The service provider will need to comply with the following security requirements once the SHE file has been approved:

- Copy of Identification Document (SAPS Certified)
- Duration of permit required
- Name list of persons and list of vehicles
- Copy of Safety Induction Register
- Copy of Medical fitness certificates
- Driver's licences for all vehicles drivers (SAPS Certified)
- Valid roadworthy certificate for all vehicles / copy of latest license renewal
- Hired vehicle – Proof of Lease agreement

## **7 SHEQ TPT SHE FILE SITE REQUIREMENTS**

The following documents must be submitted with the SHE file by the successful bidder for approval at the TPT SHEQ department before any work commences:

- Annexure A: SHERQ SHE file requirements
- Annexure B: Service Provider Questionnaire
- Annexure C: Section 37 Mandatary Agreement

## **8 ANNEXURES**

- **Annexure A: SHEQ SHE file requirements**
- **Annexure B: Service Provider Questionnaire**
- **Annexure C: Section 37 Mandatory Agreement**
- **Annexure D: Security requirements**

### **COMPILED BY:**

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**Signature:**  
**Name:**  
**Designation:**

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**Date:**

### **SUPPORTED/APPROVED BY:**

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**Signature:**  
**Name:**  
**Designation:**