

	LETHABO POWER STATION SCOPE OF WORK	Template Identifier	240-43921898	Rev	6
		Document Identifier	14593	Rev	4
		Effective Date	04 October 2019		
		Review Date	October 2022		

		PLANT AREA: LETHABO POWERSTATION Title: The provision of transportation of Eskom standby employees, Operating and protective services shift workers, from the residential areas to and from work on a non-exclusive and as and when required basis during a five (5) year period			
REF:QA/QC 002		Reference Rev No:1		MULTIDISCIPLINARY: No	
COMPILED BY	Name: Lerato Monji Fleet Officer	Date 10.08.2022	Signature: <i>leratomonji</i>		
APPROVED BY	Name: Designation	Date	Signature:		
APPROVED BY	Name: Designation	Date	Signature:		

NB: Do not tamper with the template.

GENERAL

Bus commuter transport service for normal day workers and shift workers from surrounding areas to Lethabo Power Station daily for a period of 5 years.

Service schedule required:

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TRANSPORTATION SERVICE TO SECURITY PERSONNEL for homework home on a 24-hour basis (shift rooster) and on a need basis.

14 SEATER VEHICLES FOR 3 SHIFTS PER DAY (minimum requirement)

Residential areas are Vaalpark, Vaal Township, and Sasolburg

Number of personnel 3-6

14 SEATER VEHICLES FOR 3 SHIFTS PER DAY (minimum requirement)

Residential areas are Vereeniging, Vanderbijlpark and Three Rivers

Number of personnel 3-6

14 SEATER VEHICLES FOR 3 SHIFTS PER DAY (minimum requirement)

Residential areas are Sebokeng, Redan, Ironside and Unitaspark

Number of personnel 3-6

OPERATING SHIFT TRANSPORT

Two x 14 – seated minibus for the Sebokeng/ Vereeniging route. The route will comprise – Vereeniging, Sonlandpark, Three Rivers, Risiville, Steelpark, Unitaspark

One X 14 Seater for Vereeniging, Sebokeng, Sonlandpark, Three Rivers, Evaton and Sebokeng.

One X14 Seater for Vereeniging, Sebokeng, Sonlandpark, Three Rivers, Evaton and Steelpark

One X 14 Seater for Vaalpark, Sasolburg and surroundings, Chri Hani Township, Vaal Township

One X 14 Seater Vanderbijl Park, Bedworth Park, Sharpville

Three x 14 – seated mini bus with a driver for the training week shifts, from various areas in the Vaal Triangle, Vaal park including Sasolburg areas and Vanderbijl Park. Pick up 06H00 mornings and drop off in the afternoon, no transport from Fridays to Sundays.

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Pick up morning shift from 05H00, afternoon shift from 13H00 and night shift from 22H00, then take the operators' home from 15H10, 23H10 and 07H10 for morning, afternoon and night shifts

STANDBY PERSONNEL TRANSPORT

Transportation of standby employees as and when required basis.

Call out employees to be transported by sedan or minibus, depending on the number of employees called out.
Standby trips voucher to be submitted on Mondays to Fleet.

NON-EXCLUSIVE

For the purpose of this contract "non-exclusive" shall mean:

The Employer shall have the right without limitation and at its sole discretion to procure the same goods, work or service from other suppliers at any time during the term of this contract.

The transportation service will be rendered in accordance with the following:

The Supplier shall abide by the detailed timetable and routes as defined by Lethabo Power Station. Eskom Holdings Limited shall, however, have the exclusive right to amend the aforesaid timetables and routes from time to time in consultation with the Supplier.

All drivers should always have a cellular phone and sufficient airtime to be able to communicate with passengers, with their company and Eskom in case of emergency or any other unforeseen circumstances.

The Supplier undertakes to provide a replacement bus of same standard and quality in the case of a mechanical breakdown or vehicle service and to get the Eskom employees to their destination as speedily as possible.

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Buses are only allowed to pick up and drop off passengers at the designated bus stops at Lethabo
Only Eskom Lethabo employees and Eskom Lethabo PowerStation students will be allowed on the busses as passengers.
Failure by the Contractor to comply may result in cancellation of the contract. Furthermore, Eskom Holdings Limited will not be held liable for possible injuries to 'illegal' passengers if allowed onto the busses by the Contractor.

Any changes to this transport service as agreed to between the two parties may result in an increase or decrease in the number of busses required to render the service or discontinue the service at any time.

The Supplier / Contractor shall, on request by Eskom Holdings Limited, exchange any of the allocated busses for a smaller or bigger bus depending on Lethabo's requirements.

The Supplier undertakes to make transport available on Eskom's request for any special occasion which may be arranged by Eskom Holdings Limited. The special service so provided will be subject to the same conditions and requirements as laid down in this contract.

Prices will be adjusted in accordance with negotiated agreements.

Should the Supplier not be able to comply with this request, Eskom Holdings Limited reserves the right to obtain the required bus from an alternative source and to cancel the specific exchange item with the Supplier.

The Supplier shall not be entitled to alienate, pledge, cede or deal in any manner whatsoever, with any claim he may have arising from this contract or his rights and obligations, in terms of such contract, without the prior, written approval of Eskom Holdings Limited.

The Supplier undertakes to limit his service to the prescribed number of Eskom passengers per bus. Should additional Eskom passengers require transport, this requirement may be accommodated provided the additional passengers are able to produce a valid Eskom Lethabo employee permit.

	SCOPE OF WORK DESCRIPTION / ACTIVITY	PROCEDURE, SPECIFICATION, ENG. REQUIREMENTS / DOCUMENTATION	HOLD POINTS, WITNESS, REPORTS	RESPONSIBLE PARTY
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1.1	Safety	<ul style="list-style-type: none"> Lethabo power station induction must be done before any work commences. Worker's register must be completed, and daily risk assessment conducted before any work commences. Eskom Holdings Limited reserves the right to inspect the busses at any reasonable time for roadworthiness and it is the responsibility of the Contractor to always maintain the busses in a road worthy condition. The Contractor shall at his expense ensure that his vehicles are serviced and maintained by a recognized service agent. Vehicles shall be always kept neat and tidy inside and out. The Supplier shall operate the transportation service in a safe, reasonable, proper, and efficient manner and shall ensure that his employees are fully authorized and conduct their allocated tasks in a proper, responsible, safe and professional manner. A Supplier provided fully equipped First Aid Box and serviceable fire extinguisher must be kept in a reachable and reasonably visible position in each bus. All busses must always be equipped with a cellular telephone. Before every trip: The interior and exterior of the busses are inspected for any damage or default, with specific attention to brakes, tyres, all lighting equipment, and safety belts 	Hold point	Contractor
1.2	Payments	<ul style="list-style-type: none"> At the end of every calendar month the Supplier must furnish Eskom Lethabo Power Station's Fleet Management Services with a detailed statement / invoice together with a copy of his month's Safety Meeting minutes. 	Eskom to witness.	Contractor

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		<ul style="list-style-type: none"> Failure to provide these documents will lead to the withholding of payments until the required documents were submitted. Any claim to non-scheduled journeys and / or distances must be supported by properly kept records of such occurrences, but any of these trips should have been pre-approved by the contract manager. 		
1.3	Legal requirements and permits	<ul style="list-style-type: none"> The Supplier undertakes and guarantees that he is legally authorized, qualified, and properly equipped to render the bus transportation service required and that he is fully conversant with the legal provisions with regard to the transportation service to be rendered and undertakes to abide by such legal provisions during the contract period. He shall always comply with all legal requirements in respect of the required bus transportation service and shall be the holder of all licenses, permits and insurance that may be required in terms of the contract and all applicable legislation. The Tenderer when tendering must supply copies of all legally and administratively required licenses and insurance documents, as part of the tender documents. Should any other vehicle than those tendered for be used when the contract starts, these documents should be provided to the Lethabo Power Station's Fleet Officer prior to commencement of the service. The Supplier acknowledges that he has insurance cover in terms of the Compensation for Occupational Injuries and Diseases Act, 1993, and undertakes to supply Eskom Holdings Limited with proof of such insurance cover. The bus drivers must always be in possession of valid Public Transport Permits (PDP operator's card). The bus drivers must be able to produce their permits on demand to the Lethabo Fleet Officer or his representative. Immediately upon award of the contract, the Supplier will submit to the Lethabo Power Station Fleet Officer certified copies of the following: All drivers' ID's, all 	Hold point	Contractor

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		<p>drivers' PDP's, Registration certificates of busses, COF's of busses, Road transportation permit.</p> <ul style="list-style-type: none"> When appointing a new driver, the Lethabo Fleet Officer must immediately be notified, and the driver's documentation provided. All contract drivers will be tested for an Eskom driver's permit and will be issued with such a permit. Failure to comply with this requirement will lead to the immediate cancellation of the contract as well as compensations claims by Eskom Holdings Limited against the Supplier for consequential recovery / extra expenditures. 		
1.4	Vehicle specifications:	ALL VEHICLES SHALL ADHERE TO FOLLOWING ESKOM DOCUMENT: 32-345 Eskom Vehicle Safety Specifications	Hold point	Contractor
1.5	ADDITIONAL REQUIREMENTS FOR VEHICLES	<ul style="list-style-type: none"> All buses must be fitted with tinted side windows and/or curtains/blinds. Buses must not be older than 4 years (Proof of registration) when the contract commences. Buses must be fitted with On Board Computer with active tracking system 	Eskom to witness	Contractor
1.6	ADDITIONAL REQUIREMENTS FOR DRIVERS	<ul style="list-style-type: none"> All drivers will do induction before they resume work and must comply with the following: Have a Driving/operations permit Valid Medical Fitness to drive/operate (Red Ticket). 	Eskom to witness	Contractor

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	<ul style="list-style-type: none"> • Do pre-operational inspections / vehicle checklist • Know and obey all Traffic signs and rules. • Prohibition of the use of mobile phones while driving • Adhere to hazardous and restricted area access control rules. • Stop or restrict operation due to abnormal environmental conditions (for example, rain, high winds, fog), including “Go - No Go” criteria as advised by the contract manager or representative. • All new drivers appointed during the period of contract must do induction before starting with the contract and documentation submit to the Lethabo Fleet Management Department. 		
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