



<b>DOCUMENT NAME:</b>	S.O.W. – PRIVATE VEHICLE PARKING FOR THE ESTABLISHMENT OF INFRASTRUCTURE IN THE SOUTH PIT		
<b>DOCUMENT No.:</b>	T____/25	<b>Bid Type:</b>	RFQ
<b>DEPARTMENT:</b>	MINING – LOAD AND HAUL		
<b>SECTION:</b>	LOAD AND HAUL	<b>COST CENTRE:</b>	20918000
<b>PROJECT COST CODE:</b>	207037.1195.75100	<b>REVISION NO.:</b>	00

REVISION NO.:	CHANGE REFERENCE	CHANGE SUMMARY	RELEASE DATE
00	Initial Issue	Environmental aspect included	2022-07-01
01	Final Draft	None	2022-07-01

## Table of Contents

1	PRE-QUALIFICATION .....	1
2	INVITATION TO TENDER .....	1
3	SCOPE OF WORK .....	2
4	PROJECT URGENCY .....	3
5	DELIVERY OF MATERIALS AND EQUIPMENT .....	3
6	BATTERY LIMITS – INCLUSIONS AND EXCLUSIONS .....	4
7	AS BUILT DRAWINGS .....	6
8	QUALITY .....	6
9	PROJECT DELIVERABLES .....	8
10	DOCUMENTS / DRAWINGS ISSUED BY FOSKOR .....	9
11	ON-SITE SUPERVISION REQUIREMENT .....	10
12	TENDER DELIVERABLES .....	10
13	SAFETY .....	10
14	LEGISLATIVE REQUIREMENTS – SUMMARY .....	13
15	PERMIT TO WORK .....	14
16	SAFETY FILE .....	16
17	PARAMETERS .....	20
18	PROJECT MANAGEMENT - CONTRACTOR .....	23
19	PLANNING AND SCHEDULING: .....	24
20.	LIAISON AND CO-OPERATION WITH OTHERS .....	24
18.	GENERAL CONDITIONS – COMMERCIAL .....	25
20	AFTER SALES SERVICE OR REQUIREMENTS .....	25
21	INVOICE DUE DATES .....	25
22	MANDATORY DOCUMENTS .....	25
23.	TENDER EVALUATION CRITERIA .....	25
24.	EVALUATION CRITERIA (TECHNICAL) .....	26
25.	COMMERCIAL EVALUATION REQUIREMENTS: .....	27
26.	PRICING SCHEDULE .....	27

## SCOPE OF WORK

Tender No.: T(Insert Tender Number)/25

Description: PRIVATE VEHICLE PARKING FOR THE ESTABLISHMENT OF INFRASTRUCTURE IN THE SOUTH PIT

### 1 PRE-QUALIFICATION

- **CIDB Grading:** A CIDB grading of 2ME is required.

### 2 INVITATION TO TENDER

This document prescribes requirements for construction of covered parking for private vehicle at the South Pit.

#### 2.1 DEFINITIONS AND ABBREVIATIONS

BOQ	– Bill of Quantities	MHSA	– Mine Health and Safety Act
BRA	– Baseline Risk Assessment	NDT	– Non-destructive Test
COC	– Certificate of Compliance	OH&S	– Occupational Health and Safety
COP	– Code of Practice	OHC	– Over-Head Crane
CTD	– Critical task Descriptions	PEE	– Portable Electrical Equipment
DAP	– Diammonium Phosphate	PPE	– Personal Protective Equipment
DB	– Distribution Boards	QA	– Quality Assurance
DWA	– Department of water affairs	QC	– Quality Control
DWG	– Drawing	QCP	– Quality control Plan
ECO	– Engineering Change Order	QMS	– Quality Management System
HDG	– Hot-Dip galvanizing	RFI	– Request for Inspection
HIRA	– Hazard Identification and Risk Assessment	ROPS	– Rollover Protection System
IFC	– Issued for Construction	SANS	– South African National Standards
ISO	– International Organization of Standardization	SHE	– Safety, Health, Environment
LDV	– Light Delivery Vehicle	SHERQ	– Safety Health Environment Risk & Quality
MAP	– Monoammonium phosphate	TMMS	– Trackless Mobile Machines
MCOP	– Mandator Code of Practice	WBS	– Work-breakdown structure

#### 2.2 SCOPE BACKGROUND

*Mining Operations (load and haul) have moved their primary operations from North Pit to South Pit. Maintenance relied on the use of haul road via old PMC open pit, which later failed due to PMC pit subsidence. When the failure occurred, the event ended the only reliable unlimited option available as a travel route to North Pit area for maintenance. The event has resulted in haul trucks travelling a long distance to get minor service in the North Pit facilities. Also, the load and haul team report to the North Pit at the start of their shift and transported to the South pit. This has had a great impact on time and cost. Moving to the south pit was suggested as a solution to address the lack of critical facilities at South Pit and to minimize the impact on cost and time. Due to the magnitude of this*

*project, the execution of the work has been split into various scopes for ease of execution. This scope is one of the various scopes and it is for the construction of the private vehicle at the new entrance of the South Pit.*

## **2.3 COMPANY BACKGROUND**

Foskor is one of the world's largest producers of phosphate rock (concentrate) and phosphoric acid. It is one of the world's few vertically integrated producers of phosphoric acid and is the second-largest supplier to India, the world's largest consumer of phosphoric acid.

The Company owns and mines phosphate resources and beneficiates the mined material to produce a phosphate concentrate at Phalaborwa, in the Limpopo Province of South Africa. The phosphate concentrate is sold locally and also transported to the Richards Bay plant on the coast of Kwa-Zulu Natal to produce phosphoric acid, sulphuric acid and granular fertilisers MAP and DAP from phosphoric acid and is the leading supplier of fertilisers to South Africa. In all about 95% of the phosphoric acid is exported and the granular sales are divided between exports and local markets. Since 1951 Foskor has supplied more than 95% of South Africa's fertiliser requirements.

## **3 SCOPE OF WORK**

### **3.1 BACKGROUND DOCUMENTATION**

Not Applicable

### **3.2 SCOPE - EXTENT OF WORK OR SERVICE REQUIRED**

#### **3.2.1 General Scope Considerations:**

Please allow for a competent Quality Control Officer to compile and manage the contractor's quality management. In the event of quality system failures, Foskor will request the Quality Official's experience and qualifications and if this is not acceptable, it will be expected that the contractor obtains this service at its own cost.

Please allow for a competent person to compile the method statement and the subsequent Microsoft Project plan. This person will manage and update this plan weekly and present it to the Foskor Project Engineer. It is expected that this planning and management is executed by the contractor. This service will be provided at the contractor's cost. If the contractor cannot execute this planning and report to management, it will be expected that the contractor obtains this service at his/her cost.

Scaffolding needs to be arranged by the contractor. It is expected that arrangements will be communicated to the Foskor Scaffolding company at least 3 days before the requirement. Proof of request and arrangements and actual scaffolding installation for Scaffolding to be provided to Foskor on request.

#### **3.2.2 Project costing and expenses:**

The contractor shall supply all engineering services, materials, labour, transport, supervision, and consumable materials, equipment, tools and every item of expense for the scope of work to be completed successfully unless otherwise stated taking the following into consideration.

### **3.2.3 Disposal of refuse**

The Contractor shall be responsible for disposal of refuse and waste generated by his staff daily. The site is to be kept clean, neat, and tidy, by complying with Foskor Waste Management COP.

### **3.2.4 General requirements for commissioning**

Commissioning or handover will be executed as per Foskor Procedures or as directed by the Engineer. Normally the Foskor Punch list and Hand over certificate will be used.

### **3.2.5 The successful or appointed service provider shall comply with the latest revisions of the following Foskor CTD's (Critical task Descriptions) (CTD's are available on request):**

- i. Not applicable

### **3.2.6 Sub-Contracting and joint ventures**

The primary aspect of the works may not be subcontracted. For subcontracting the relevant companies supporting documentation needs to support the bidder's tender.

Joint Ventures must be declared in the bidder's tender with all relevant supporting documentation.

## **3.3 SCOPE**

### **3.3.1 Basic Requirement**

*This work entails the construction of the private vehicle parking at the New South Pit Entrance.*

Below are the basic requirements:

- Obtain work permit
- All work includes all tool, labour, equipment, Transport, Supervision., Quality management, Project communication and management, etc
- Preparation of groundwork for parking
- Construction of plinths (as per the supplied drawings)
- Fabrication and installation of parking roof frame and roof sheet (as per the supplied drawings)

## **4 PROJECT URGENCY**

Project urgency is defined below:

This is a Project that impacts production and will need to be conducted as follows to mitigate production impact.

- Proper communication to be managed by contractor and reported weekly to the projects department.
- Project must adhere to the set-out project plan for the work to be done timeously.

## **5 DELIVERY OF MATERIALS AND EQUIPMENT**

It is the responsibility of the Contractor to take delivery, off-load, store and move into their permanent position all equipment and materials covered under this Scope. The Contractor shall, at his own expense, be responsible for the delivery to the Site of imported plant and equipment, materials and Contractor's plant and equipment in

connection with the execution of the works, including but not limited to securing of permits and customs clearances, and payment of handling costs, storage costs, releasing costs, transportation costs, and duties, taxes, imposts, excise and charges of any kind that may be imposed by the South African Government, or any of its agencies and political subdivisions relating to the supply and delivery to the site of the imported plant and equipment, materials and Contractor's plant and equipment.

TAKE NOTE - Foskor pays for material delivered to Foskor site only!

NB: The contractor/ consultant must clearly state in his tender submission if there is an exclusion on the Foskor scope (As per the site meeting procurement scope and site meeting minutes) Failure to state the exclusion will mean that the full Foskor scope is still applicable.

Lay down areas are as indicated on the drawings

## **6 BATTERY LIMITS – INCLUSIONS AND EXCLUSIONS**

Not Applicable.

## 6.1 TABLE OF INCLUSIONS AND EXCLUSIONS

List the boundaries in terms of equipment (Foskor plant specific). Up to where is it Foskor's responsibility and where/what is the contractor's responsibility.

WHO WILL SUPPLY THE FOLLOWING?													
FF = FOSKOR, FREE OF CHARGE				FC = FOSKOR, AT COST TO CONTRACTOR				C = CONTRACTOR				N/A = NOT APPLICABLE	
1. Sanitary		2. Transport		3. Quality		4. Security		5. Lifting and Rigging		6. Medicals		7. Communication devices	
1.1 Water on site and toilet facilities / janitorial services	C	2.1 Labour	C	3.1 Plan, Management, QA, QC	C	4.1 Site Security	C	5.1 All rigging equipment (Slings, Chain blocks, turfers, etc	C	8.1 Entry and Exit	C	7.1 All communication devices like laptops, computers, networks, radios, cellphones, etc	C
1.2 Potable connection point	C	2.2 Materials	C	3.2 All quality test Civil, Paint, Mechanical, etc	C	4.2 Foskor ID Card	C	5.2 Rigger	C	8.2 First aid box at place of work	C		
1.3 Connection to construction water supply	C	2.3 Equipment	C	3.3 Sampling and laboratory testing	C			5.3 Mobile cranes	C				
1.4 Change rooms	C	2.4 All TMMS	C										
8. PPE		9. Surveying		10. Safety File		11. Training & Authorizations		12. Site Establishment		13. Waste management		14. Painting	
8.1 Supply, Issue, inspect and manage	C	9.1 Site Surveys	C	10.1 Foskor will issue template	FF	11.1 All Required Training	C	13.1 Site office/s with suitable facilities for daily “Green Area” meetings, and lunch area	C	13.1 Transport all on site to waste to Foskor designated waste sites	C	14.1 All Equipment and tools paint, labour, etc	C
				10.2 Ensure file conform/ populate to Foskor standards	C	11.2 Authorisation - As per Foskor COP	FF	13.2 Site establishment space	FF				
15. Fuel		16. Mechanical		17. Labour		18. Compressed air		19. Scaffolding		20. Tools & Equipment		21. Training	
15.1 Fuel Supply	C	16.1 Conveyor Belt	FF	17.1 All labour as per Scope of Work to execute task including management	C	18.1 Sandblasting or flash blast		19.1 Scaffolding Supply & Erect	FF	20.1 All Portable Electrical Equipment	C	21.1 All required training and training manuals as required to ensure that Foskor can train its workforce and operate the plant / equipment safely	C
15.2 Fuel storage	C	16.2 Conveyor 59 Drive Gearbox	FF			18.2 Compressor	C	19.2 Scaffolds be managed by the Contractor	C	20.2 Hot Work Equip as per Foskor COP - Welding Machines, Gas Cutting, Grinding, Gauging, etc	C		
15.3 Fuel fire protection	C	16.3 Idlers, Rollers and Frames	FF			18.3 Air for power tools - If available	FF	19.3 Cherry Picker's – only if and when available by pre-booking	F F	20.3 Tools as required to execute task	C	21.2 All manuals and related documents to be supplied to project Eng. and Foskor Drawing office for safe keeping	C
15.4 Refuelling	C							19.4 Cherry Picker's Driver– Trained and authorized driver	C				
22. Certificates		23. Consumables		24. Storage and inventory control		25. Electrical							
22.1 Supply All certificates as required	C	23.1 Welding rods	C	24.1 Protective coverings/tarpaulins	C	25.1 Generators	C	25.4 Temporary lighting	C	25.7 Electric panel + distributing wiring	C		
		23.2 Bolts & Nuts, etc.	C	24.2 Storage area and inventory control	C	25.2 Electrical Extensions	C	25.5 Power for tools on site from existing Foskor electrical supply point (Welding plugs and 220 v plugs	C	25.5 Electrical connection point	FF		
						25.3 COC Site Establishment	C	25.6 Connection to Electrical supply	C	25.9 Electrical and Instrumentation Installation	C		

**\*\*NOTE**

Foskor has made provision for the supply scaffolding free of charge the size and nature of the works. It is expected that arrangements will be communicated to the appointed Scaffolding contractor at least 3 days before requirement. Proof of request and arrangements and actual scaffolding installation for Scaffolding to be provided to Foskor on request  
It should be noted that FOSKOR has an existing appointed and accredited scaffolding supplier

**6.2 ADDITIONAL BOUNDARIES**

Not Applicable.

**7 AS BUILT DRAWINGS**

As built drawing requirement is defined below:

- As built drawings are to be compiled after completion.

Note! – All drawings to be delivered in AutoCAD electronic format. All drawing to be detail engineering drawings

**8 QUALITY**

- i. The service provider must provide the necessary quality management systems and plans to ensure that the quality of his work complies with the requirements of this scope of work
- ii. The service provider shall during all phases of construction comply with the Foskor approved Quality Assurance Plan
- iii. The service provider shall be responsible for all the resources required for executing the Quality Management System including but not limited to, developing the Quality Assurance Plan & performing the Quality Control measures to ensure that the deliverables comply with the specifications & standards mentioned in the scope of work
- iv. Any change requests / additional work resulting due to inadequate quality management system will be to the account of the service provider
- v. Foskor might appoint a third party for Quality Control Inspections
- vi. The Service provider will have to provide an approved quality system for all work executed.
- vii. This will include the following but is not limited to:
  - a. Quality plan
  - b. Quality compliance – Performance and reports
  - c. Quantity surveying
  - d. Quality Assurance
  - e. Quality Authorization matrix – part of the Quality plan
  - f. Quality control
  - g. Quality administration. – All documents, checks, measurements, reports, variances, analysis, Corrective actions, etc. needs to be properly filed and available on request at any time. The file will require an index
  - h. Includes all test work, laboratories, Filing, etc.
  - i. Survey and survey verifications
  - j. Construction versus design - Any Deviations from the approved "Construction Drawings"



- k. Quality communication – What needs to be reported to whom and at what frequency
- viii. Foscok envisage a complete quality System driven by the Service provider and this system/plan will be approved by Foscok and the appointed designer (if applicable) before construction/fabrication will be started.
- ix. Compliance to this plan will be measured and failure to adhere to the quality plan will result in the stopping of construction activities until concerns have been addressed. The cost for this delay will be for the service provider's account.
- x. Foscok may appoint a third party to measure and control Foscok's interest in the terms of quality in this contract and the service provider is expected to work in conjunction with this company
- xi. Hold points will be discussed and finalized with the successful service provider based on the approved Quality plan

The Quality plan will only be compiled and signed off after the Method Statement and WBS\* have been compiled.

Quality on Shutdown type tasks will be included in the Scope of Works, but the service provider will have to submit proof of an experienced quality assurer or relevant qualifications. IF the service provider does not have this it will be required that this service be hired in by the service provider at his cost.

- i. State any specific hold points that are not negotiable here
- ii. State any other applicable quality that is not in the "Parameters" section

Method statement – the service provider must list all steps and actions required to complete the work as per the scope of work – typically includes the items listed below:

- i. Key step and stages of the work required
- ii. Tools, Equipment, TMMS, etc
- iii. Labour requirements, etc
- iv. Spares, resources,
- v. Safety requirements

**\*WBS** is a hierarchical and incremental decomposition of the project into phases, deliverables and work packages. It is a tree structure, which shows a subdivision of effort required to achieve an objective, for example, a program, project, and contract.


This includes arrangements, tools, equipment labour, Tasks, Purchase, Quality, Communication, etc

## 8.1 **QUALITY FILE INDEX**

The quality file index listed below will be the minimum requirement.


This file must be kept up to date for the duration of the project and will be handed to the Foscok project Engineer on completion of the project.

## 8.1.1 QUALITY FILE INDEX

	<b>QUALITY FILE INDEX</b> FOSKOR: TSS - PROJECTS	Doc. No.:	FSK-P-GEN-IX-001
		Rev. No.:	00
		Date:	12 - July - 2019

<b><u>Contents</u></b>	
Issued for Construction (IFC) drawings – Approved.....	1
Quality Control Plan (QCP) Approved.....	2
Competency of People – Welder Qualifications, Trade, Authorization, Certifications, etc.....	3
Designer/Engineers Instructions, Specifications, Approvals, Concessions applied for & approved. Site instructions, Variations and ECO's .....	4
Method Statement of contractor– Approved .....	5
Material orders & Delivery notes.....	6
Certificates – Material, Data Sheets, Compliance, Certification, etc .....	7
Test Results – Each Discipline – Test cubes, NDT, etc.....	8
Request for inspection (RFI).....	9
As Built Drawings.....	10
Reports - Survey, etc.....	11
Punchlist/Snag list .....	12
Handover/ Occupations/ Taking over Certificates/Commissioning.....	13



## 8.2 ADDITIONAL QUALITY REQUIREMENTS

Not Applicable.

## 9 PROJECT DELIVERABLES

### 9.1 THE DELIVERABLES FOR THIS PROJECT INCLUDE:

A private vehicle parking with shelter on well compacted surface unpaved for 40 vehicles

- Supply and install steel and IRB Sheeting required
- Supply and fix all rebar required
- Supply and cast concrete

## 9.2 **DATA BOOKS**

During the official handover of the project, the service provider shall submit a detailed DATA BOOK that shall contain the following documents and information:

- For this project all the data required shall be submitted in the quality file.

**NB! ALL CERTIFICATES AND DOCUMENTS MUST BE CROSS-REFERENCED**

## 9.3 **MANUALS AND DOCUMENTATION**

The following must be supplied:

- For this project all the data required shall be submitted in the quality file.

## 9.4 **FORMAT OF DOCUMENTS AND MANUALS**

Note! - All Manuals must be in English

## 9.5 **TRANSMITTAL OF DOCUMENTS AND MANUALS**

Documents and Manuals to be submitted in the following formats:

Type of Document	Hard Copy	Electronic Format
Manuals	X	X
Drawings	X	X
Reports	X	X
Data Books	X	X

Hard Copy: Book or binding arch file format and must be durable and of high quality.

Soft Copy: Manuals, Reports and Data Books – Word, Excel, PDF, etc.

Storage – Compact Disk or Data traveller

Language: English

## 9.6 **PROJECT COMPLETION**

On project completion, the contractor will issue FOSKOR with a Handover certificate

The handover certificate will be accompanied by the following document

1. Quality file
2. Safety File

## 10 **DOCUMENTS / DRAWINGS ISSUED BY FOSKOR**

Drawing or Document No	Title	Revision
Note	Please read your Scope of Work	

SOU-STR-001001	South Pit – New Carport Section and Details	00
SOU-STR-000901a	South Pit – Base Layout & Roof Plan Double Parking Bays	00

## 11 ON-SITE SUPERVISION REQUIREMENT

- A FOSKOR work permit before commencement of site work.
- A full time 2.9.2 appointed supervisor will be on this site for the entire duration of site work
- A 2.6.1 appointed site manager for overall site management
- Appointed SHE Rep for the entire duration of site work
- A FOSKOR work permit before commencement of site work.

## 12 TENDER DELIVERABLES

The deliverables will include: -

- Complete FOSKOR pricing schedule (BOQ)
- Preliminary Project Schedule
- Preliminary method statement to execute the site work
- Company training Matrix indicated minimum training requirement compliance, or the tenderer should provide an undertaking to comply with FOSKOR Safety requirements during the tendering stage and fulfil the requirements if awarded the work. Any deviation may lead to the cancellation of the order/contract. Timeframes need to be attached
- Copy of Certificate of Passing FOSKOR 2.6.1 and 2.9.2 Legal Exam for the people that are intended to be used in this task /project or that will be nominated to be follow the FOSKOR process to be appointed - If applicable
- Commercial documents requested by Procurement

**Note. Not submitting the required documentation or not completing the documentation (Pricing Schedule) correctly will lead to a disregard of the tender.**

## 13 SAFETY

Service provider to refer to the full and updated FOSKOR COP's available:

- The service provider and sub-service providers need to always comply with the Mine Health and Safety act. All FOSKOR COP's Policies and procedures need to be adhered to.
- A service provider 2.9.2 to be permanently on-site.
- Medical, Induction, FOSKOR ID Card, etc. is approximately R800 per person. Exit medicals need to be done at the termination of the contract.
- The Successful tenderer will be required to compile a FOSKOR Work permit and at least 2 weeks should be allocated for this. The service provider must provide the following appointed persons in terms of the MHSA: 2.6.1; 2.9.2 and Section 29(1) – SHE REP for the duration of the contract

- v. All vehicles and cranes and other TMM's to be inspected before entering Foskor Premises.
- vi. All person competencies to be verified before being allowed to work on Foskor premises for a specific task.
- vii. The service provider must compile a Safety File as per Foskor standard for all service providers and sub-service providers
- viii. Site access will need to be controlled and all persons must receive site-specific induction before entering the site.
- ix. Conduct inspections as per Foskor Safety System. Analyse data and trends and recommend preventative measures where required
- x. Ensure all authorizations are in place as per the Foskor Safety System. Arrangement with Foskor training to be done by the service provider to ensure that authorization and training are conducted. Arrange timeously.
- xi. Ensure all workers competencies are available and have been validated.
- xii. Ensure proper security, signboards, fencing, and barricading is in place on-site where applicable
- xiii. The service provider shall in general comply with the FOSKOR General Engineering Specifications, COP's, latest revisions, and all relevant regulations
- xiv. The service provider must complete a Baseline Risk Assessment (COP 01) before a work permit can be issued for the installation.
- xv. All service providers not in possession of a valid Foskor ID card have to complete the Foskor induction course and have to undergo a medical examination at the Foskor clinic for the service provider's account
- xvi. The service provider shall be responsible for coordinating and integrating his schedule and responsibilities with other FOSKOR appointed contract manager on-site for this Scope of Work.
- xvii. All personnel operating mobile equipment including LDV's must have a Foskor driver's permit.
- xviii. An open Pit Licence is required for driving in the mining area's
- xix. All the required PPE and Safety Equipment are for the service provider's account.
- xx. All service providers must ensure that:
  - a. His workers are issued with the correct personal protective equipment free of charge.
  - b. That the workers wear the PPE per the project area's requirements or as given by the service provider Supervisor.
  - c. Training is provided in the correct use of PPE to workers.
  - d. Daily inspections are done on PPE.
  - e. The registers will be complete at least monthly on findings on PPE. (All PPE must be kept in good condition)
- xxi. All providers of services need to be informed of the following minimum training applies to all service providers (irrespective of the tasks or scope of work) that will enter the Foskor Phalaborwa site with effect from 1 April

2014. This training is not presented by the Foskop Training section and service providers must ensure that the training is sourced through accredited external training companies:

- a. Basic health and safety principles
  - b. HIRA
  - c. First Aid Training
- xxii. All other training requirements must be aligned with the baseline risk assessment. Risks identified in the baseline risk assessment will guide the requirements for training. A summary of the training must be completed as well as status on required authorization as per Foskop COP's.
- xxiii. Training certificates will be accepted if complying with the following:
- a. Unit Standard Title
  - b. Learner Full name
  - c. Learner ID number
  - d. Competency achieved
  - e. Date of Assessment
  - f. Assessor's signature
  - g. Training provider logo
  - h. Training provider registration number and accreditation number.
  - i. Seta logo

#### **14 ENVIROMENTAL**

The successful or appointed service provider shall comply with the following Environmental Specifications, Policies and Procedures:

- a) COP 41 Housekeeping and workplace organisation
- b) COP 49 Waste Management
- c) COP 51 Resource conservation, energy, and materials
- d) COP 70 Storage of petroleum products and other hazardous material
- e) National Environmental Management Act 107 of 1998 (NEMA)
- f) National Environmental Management Waste Act 59 of 2008 (NEMWA) as amended
- g) The successful service provider shall include in his/her SAFETY FILE, and comply with, the following documents:
  - i. Environmental Aspect and Impact Register (To be submitted by the successful applicant in line with this contract).
  - ii. Environmental Objectives and Targets (To be submitted by the successful applicant in line with this contract).

- iii. Waste Management Plan (To be submitted by the successful applicant in line with this contract).
- iv. FOSKOR Atmospheric Emissions License (Copy available to the successful applicant upon request)
- v. FOSKOR Waste Management Licence (Copy available to the successful applicant upon request)
- vi. FOSKOR Water Use Licence (Copy available to the successful applicant upon request)

## **15 LEGISLATIVE REQUIREMENTS – SUMMARY**

### **15.1 MINIMUM LEGISLATIVE REQUIREMENTS:**

The successful or appointed service provider shall comply with:

- i. The Mines Health and Safety Act with Regulations (Latest revision)
- ii. The National Road Traffic Act with Regulations (Latest revision)
- iii. All applicable national and international legislative requirements and regulations.
- iv. Foskop (Pty) Ltd. COP (Code of Practise) No. 25 for Service Provider Control (Available on request)
- v. Foskop (Pty) Ltd. COP (Code of Practise) No. 59 for Trackless Mobile Machinery (Available on request)
- vi. All Foskop (Pty) Ltd. safety, health, quality and environmental procedures applicable to the successful application of the contract. (Available on request)
- vii. All Foskop procedures and policies apply to the successful application of the contract. (Available on request)

### **15.2 SUMMARISED REQUIREMENTS/EXTRACTS FROM FOSKOR COP'S**

#### **15.2.1 Before entering and operating a service vehicle (Own vehicle) on the Foskop site, the appointed service provider shall:**

- i. Ensure that his driver/s have a valid national driver's licence for the specific class of vehicle, has been tested by the Foskop mobile equipment training centre and authorised by a Foskop MHSA (Mines Health and Safety Act) regulation 2.13.1 appointee for the class of vehicle to be used on site.  
  
(Contact the Foskop mobile equipment training centre on 015 789 2840 to make an appointment for competence testing and authorisations)
- ii. The appointed service provider shall, before entering and operating a vehicle or trailer on the Foskop premises:
  - a. Obtain permission from the Foskop Safety & Security manager to operate his nominated service vehicle/s or trailers on the Foskop site. (Forms will be provided)
  - b. Obtain a certificate of fitness from the Foskop Light Vehicle maintenance workshop supervisor or appointed a Foskop inspector for his nominated service vehicle/s. Inspections conducted daily between 08:00 and 08:30 and between 13:30 and 14:00 (Excl. Fridays) at the Light Vehicle Maintenance workshop.
  - c. Submit the above permission and COF at the main security office for the issue of a vehicle access disk.

- iii. Ensure that his service vehicles/trailers have been inspected (Daily) by the Foskop standard (COP 59) to ensure that they are safe and fit for use. (Forms will be provided)

See Foskop COP 59, Trackless Mobile Machinery for details.

**15.2.2 Before entering and working on the Foskop site the appointed service provider shall ensure that his workmen are:**

- i. Briefed on the required task and have been informed of any abnormal conditions/situations.
- ii. Physically, emotionally, and mentally fit to perform their duty.
- iii. Issued with the necessary PPE (Personal Protective Equipment) to safely operate his service vehicles and perform the duty of maintaining, servicing, inspecting, and testing earthmoving- and mobile equipment.
- iv. Before commencement of work:
  - a. All tools and equipment shall have been inspected and tested to be in good and safe working order.
  - b. All workmen have participated in the completion of a standard Foskop site risk assessment (Commonly known as a HIRA or Hazard Identification and Risk Assessment) and taken appropriate actions to mitigate any identified hazards.

**15.2.3 Before entering and working on the Foskop site the appointed service provider shall:**

- i. Ensure that his portable electrical equipment has been tested and declared safe to use by the Foskop electrical services workshop.

**16 PERMIT TO WORK**

Before any on-site work under this contract may commence, the appointed or successful service provider shall obtain from Foskop a PERMIT TO WORK. The following guidelines are provided to assist the appointed service provider in obtaining a PERMIT TO WORK. (See Foskop COP 28 Permit to work and COP 25 Control of Externally Provided Processes, Products and Services (Service provider Control) for details):

- i. The PERMIT TO WORK can be obtained from- and on completion returned to the Legal Administrator, Foskop Safety department.
- ii. Obtain a contract number from the Foskop procurement or projects department.
- iii. Appoint a subordinate manager under Regulation 2.6.1 and an on-site supervisor under Regulation 2.9.2 of the Mines Health and Safety Act.

The appointed subordinate manager and -supervisor shall be required to write and pass the Foskop 2.6.1 and 2.9.2 legal examinations within 30 days after being awarded this contract.

Attend an hour-long legal exam briefing any Thursday between 08:00 and 09:00 at the Security training hall.

Write legal examination any Friday between 07:30 and 10:30 at the Security training hall. (Please book)



- iv. Appoint an on-site SHE-Rep under section 29(1) of the MSHA to assist Regulation 2.6.1 and 2.9.2 in the daily on-site management of health, safety, and environmental issues.

The designated SHE Rep must have the ability to read, write and express him/herself.

The appointed SHE-Rep shall be required to attend a five-day SHE-Rep training course within 30 days after being awarded this contract (Training free of charge). Make booking on 015 789 2531

A pre-requisite for attending the SHE-Rep training course is successful completion of Basic Health & Safety Principals- and HIRA training.

See Foskor's COP 5 Health and Safety Representatives for details.

- v. Provide a name list, including ID numbers, residential and postal addresses and telephone numbers of all of the appointed service providers on-site employees.

- vi. All the appointed service providers on-site employees shall undergo a full medical examination at the Foskor on-site CLINIX Clinic. The clinic can be contacted at 015 789 2427 for an appointment. Please note:

All NEW- and employees LEAVING the service of the appointed service provider must undergo a full entry or exit medical examination

Women who are pregnant or suspect that they may be pregnant must notify the examining medical practitioner.

- vii. The appointed service providers designated on-site drivers shall receive competence testing and authorisation to operate vehicles on the Foskor site

- viii. All the appointed service providers' employees shall receive/have received training in:

- a. First aid level 1 (Provide own training)
- b. Working at heights (Provide own training)
- c. Basic Health & Safety Principals (Provide own training)
- d. HIRA (Provide own training)
- e. Basic firefighting. (Provide own- or receive Foskor training, contact 015 789 2531 to book)
- f. Lockout. (Provide own- or receive Foskor training, contact 015 789 2531 to book)

All training not provided by Foskor must be verified by the Foskor training superintendent Mr Johan Fouche. Please contact him on 015 7789 2525 to make an appointment or email proof of training and certificates to [johanfo@foskor.co.za](mailto:johanfo@foskor.co.za) to confirm compliance before requesting his approval on the PERMIT TO WORK.

- ix. All the appointed service providers' on-site employees shall receive the basic Foskor site induction training at the Foskor Security office.

- x. All the appointed service providers' on-site employees shall receive site-specific induction training provided by the Foskor area Regulation 2.6.1 appointee/s.

- xi. A BRA (Baseline Risk Assessment) shall be completed for ALL "typical" tasks that will be completed under this contract. The BRA to be approved by the responsible Foskor MSHA 2.13.1 appointee and signed by all of the service providers employees. Make use of Foskor's BRA document, Annexure 1.2, contained in COP 1, Risk and Opportunities Management (Available on request)

- xii. Attach a detailed SCOPE OF WORK describing the required task and -outcome of this contract.
- xiii. All Foskor's appointed MHSA Regulation 2.9.2, 2.6.1, 2.13.1 and 3.1. a manager must undersign/approve the PERMIT TO WORK.
- xiv. Registration and proof of payment under the Compensation for Occupational Injuries and Diseases Act, no. 130 of 1993. The registration number must be provided.
- xv. SARS issued a tax clearance certificate.
- xvi. All relevant documentation and/or evidence of compliance must be attached to the PERMIT TO WORK.
- xvii. Upon successful completion and approval of the PERMIT TO WORK the security department will issue the appointed service providers' employees with access ID cards.
- xviii. Any other documents, certificates or records as requested by a Foskor official deemed necessary to ensure that all safety, legislative and administrative requirements have been met must be attached to the PERMIT TO WORK.
- xix. The appointed service provider must allow at least three to ten working days to complete all the PERMIT TO WORK requirements.

## **17 SAFETY FILE**

The appointed contractor must compile a SAFETY FILE specifically for this contract. The SAFETY FILE must always be available for inspection by a Foskor official: The following guidelines are provided to assist the appointed contractor in compiling a SAFETY FILE:

Before any work may commence, the appointed service provider must IN CONJUNCTION WITH THE FOSKOR SAFETY DEPARTMENT, compile a SAFETY FILE specifically for THIS contract. (Contact the relevant area responsible safety representative as indicated by Foskor in the Kick-off Meeting

The SAFETY FILE must always be available for inspection by a Foskor official.

### **17.1 FOSKOR SAFETY FILE INDEX - TIPICAL**

#### **17.1.1 Template SHE FILE INDEX: - TIPICAL**

<u>ISO clause / Description of item</u>	<u>File divider</u>
1. Integrated Management System. Clause 5.1 & 5.2	1
2. Policies Clause 5.2: OH&S Policies	2
3. COP 1: Foskor risk management Clause 6.1.2.1 & 6.1.2.2: Hazard identification, risk assessment and determining controls.	3
4. COP 88: Objectives, targets, and management programmes Clause 6.2: Objectives and programs	4
5. COP 2: Compliance obligations and appointments COP 5: Health and safety representatives, Clause 5.3: Legal and other requirements Clause 5.3 / 7.1: Resources, roles, responsibility, accountability and authority	

Clause 6.1.3: compliance obligations/ legal and other requirements	5
6. COP 15: SHERQ Competency and awareness training	
Clause 7.2 / 7.3: Competence, training, and awareness	6
7. COP 17: Mobile, technical and process training	
Clause 7.2 / 7.3: Competence, training, and awareness	7
8. COP 6: SHERQ Committees	
COP 7: Communication	
Clause 7.4: Communication, participation, and consultation	8
9. OCCUPATIONAL HYGIENE	
COP 42: Lighting: natural and artificial.	
COP 43: MCOP Occupational health programme on thermal stress	
COP 44: Sanitation plant hygiene amenities	
COP 45: MCOP occupational health program on personal Exposure to Air borne Pollutants	
COP 64: Ergonomics	
COP 86: MCOP for Occupation Health Program for noise	
Clause 8.1.2 Eliminating hazards and reducing OH&S risks	9
10. COP 49: Waste management	
COP 58: Hazardous chemical substances and control Hazchem and waste management	
Clause 8.1.2 Eliminating hazards and reducing OH&S risks	10
11. COP 53: Lock out system and usage	
Clause 8.1.1 General	
Clause 8.1.2 Eliminating hazards and reducing OH&S risks	11
12. COP 55: Stair walkways handrails and Ladders	
Clause 8.1 Operational planning and control,	
Clause 8.1.2 Eliminating hazards and reducing OH&S Risk	12
13. COP 56: Lifting machinery and lifting Tackle	
Clause 8.1 Operational planning and control,	
Clause 8.1.2 Eliminating hazards and reducing OH&S Risk	13
14. COP 57: Boilers and vessels under pressure work forms	
Clause 8.1 Operational planning and control,	
Clause 8.1.2 Eliminating hazards and reducing OH&S Risk	14
15. COP 59: MCOP for the operation of TMM's	
Clause 8.1 Operational planning and control,	
Clause 8.1.2 Eliminating hazards and reducing OH&S Risk	15
16. COP 60: Portable electrical equipment checks and registers	
Clause 8.1 Operational planning and control,	
Clause 8.1.2 Eliminating hazards and reducing OH&S Risk	16
17. COP 61: Earth leakage Relays and checks	
Clause 8.1 Operational planning and control,	
Clause 8.1.2 Eliminating hazards and reducing OH&S Risk	17
18. COP 62: General Electric installations and machinery in hazardous locations	

Clause 8.1 Operational planning and control, Clause 8.1.2 Eliminating hazards and reducing OH&S Risk	18
19. COP 63: Hand tools Clause 8.1 Operational planning and control, Clause 8.1.2 Eliminating hazards and reducing OH&S Risk	19
20. COP 65: Personal Protective Equipment COP 67: MCOP Women in mining PPE Clause 8.1 Operational planning and control Clause 8.1.2 Eliminating hazards and reducing OH&S Risk	20
21. COP 69: Maintenance of fire equipment Clause 8.1 Emergency preparedness and response, Clause 8.1.2 Eliminating hazards and reducing OH&S	21
22. COP 72: Firefighting emergency drill and instructions COP 74 Emergency preparedness and response Clause 8.1 Operational planning and control, Clause 8.2 Emergency Preparedness and response	22
23. COP 93: MCOP for the safe use of conveyors installation for the transportation of minerals, material or personnel Clause 8.1 Operational planning and control, Clause 8.1.2 Eliminating hazards and reducing OH&S Risk	23
24. COP 94: Hot work Clause 8.1 Operational planning and control, Clause 8.1.2 Eliminating hazards and reducing OH&S Risk	24
25. COP 95: Confined space entry Clause 8.1 Operational planning and control, Clause 8.1.2 Eliminating hazards and reducing OH&S Risk	25
26. COP 96: Working on Heights Clause 8.1 Operational planning and control Clause 8.1.2 Eliminating hazards and reducing OH&S Risk	26
27. COP 97: Erection and use of scaffolding Clause 8.1 Operational planning and control, Clause 8.1.2 Eliminating hazards and reducing OH&S Risk	27
28. COP 98: Water safety Clause 8.1 Operational planning and control, Clause 8.1.2 Eliminating hazards and reducing OH&S Risk	28
29. COP 101: MCOP: The right to refuse dangerous work and withdraw from dangerous workplace. Clause 8.1 Operational planning and control Clause 6.1: Actions to address risks and opportunities/Hazard identification, risk assessment and determining controls. Clause 8.1.2 Eliminating hazards and reducing OH&S Risk	29

30. COP 102: MCOP: Risk based emergency care on mine	
Clause 8.1 Operational planning and control	
Clause 8.2 Emergency preparedness and response	30
31. COP 103: Use of mobile devices on the mine premises	
Clause 6.1: Actions to address risks and opportunities/Hazard identification, risk assessment and determining controls.	
Clause 8.1 Operational planning and control	
Clause 8.2 Emergency preparedness and response	31
32. COP 22: SHEQ Inspection	
Clause 8.1 Operational planning and control	
Clause 8.2 Emergency preparedness and response	32
33. COP 23: Internal and external audit.	
Clause 9.2 Internal audit	
Clause 9.2.1 general and 9.2.2 internal audit programme.	33

**Notes:**

1. If a COP is not applicable to your section, please complete and attach the “Not Applicable” form in the space of the COP.
2. Always keep your file neat and clean
3. A Foskor representative may add or remove any other Foskor safety, health, quality, and environmental policies and/or procedures deemed applicable.
4. If a COP is not applicable to this contract/project, please complete and attach the “Not applicable” form in the space of the COP

**17.2 TYPICAL CONTENTS OF SAFETY FILE:**

- i. Title and index cover page
- ii. A copy of the PERMIT TO WORK.
- iii. A copy of the MHSA Regulation 2.6.1 and -2.9.2 and SHE Rep appointment letters.
- iv. A copy of Foskor COP 25, Service provider control.
- v. Base line risk assessment of ALL and ANY POTENTIAL tasks that may be performed on site under this contract. See Foskor COP 26, Critical Task Descriptions for details.
- vi. Copies of critical task descriptions and standard operating/maintenance procedures.
- vii. Copies of the appointed service providers safety, health, environmental, HIV and AIDS, smoking and waste management policies.
- viii. Training records of all on-site employees.
- ix. Employee records of actual time worked (Normal and overtime).
- x. Copy of on-site induction training.
- xi. Records of inspections of TMM (Trackless Mobile Machinery) and trailers. See Foskor COP 59, Trackless Mobile Machinery for details.
- xii. Records of issues and inspections of PPE (Personal Protective Equipment) and safety equipment. See Foskor COP 65, Personal Protection Equipment for details.

- xiii. Records of issues and inspections of PEE (Portable Electrical Equipment). See Foskop COP 60, Portable electrical Equipment for details.
- xiv. Records of issues and inspections of tools and equipment. See Foskop COP 63, hand tools for details
- xv. Records of daily, weekly and monthly 2.6.1 / SHE Rep safety inspections. See Foskop COP 22, SHE Inspections for details.
- xvi. Records of daily green-area and safety talks. See Foskop COP 7, Communication for details.
- xvii. Any other documents, certificates or records as requested by a Foskop official deemed necessary to ensure that all safety, legislative and administrative requirements have been met.

**Note:**

**The bidder / Service provider can obtain updated Foskop COP's and Engineering Specification on request**

### **17.3 REMINDER OF RISK IDENTIFICATION – LIFE SAVING RULES**

- *Risk Assessments and clearance certificates*
- *Lifting operations*
- *Working at heights*
- *Confined space entry*
- *Positive energy Isolation and lockout*
- *Moving Machinery*
- *Personal protective equipment*

Risk assessment is applicable to all jobs and training apply to all that will do physical work!

### **17.4 ADDITIONAL SAFETY REQUIREMENTS**

- Not Applicable

## **18 PARAMETERS**

### **18.1 DESIGN PARAMETERS**

All plant and equipment will be designed to:

- Operate satisfactorily under atmospheric, ambient, and other conditions present at the site location
- Ensure interchangeability of units and/or sub-parts throughout the plant to reduce spares holding requirements – take old plant equipment into account
- Ensure reliability and maintainability. Minimum availability of 98% is required
- Operate without undue vibration, stresses (temperature and built-in) and excessive noise
- Comply with legal requirements in terms of the water license and DWA

### **18.2 SPECIFICATIONS, CODES, STANDARDS AND REGULATIONS**

The Latest edition of the South African National Standards in effects at the date of projects design shall establish the minimum requirements for design, materials, and construction. This should be referenced with the Foskop General Engineering specifications and requirements of the Foskop SHERQ system (COP's). No work shall be contemplated which is in breach of any legislation in South Africa – Typically:

- Water license - 04/B72K/ACGIJ/962 Requirements
- Occupational Health and Safety Act (Act 85 of 1993)
- Mine Health and Safety Acts and regulations (Act 29 of 1996)
- Explosive Acts and Regulations - South Africa
- DWS and the National Water Act.
- Foskor COP's and applicable General SHEQ Requirements
- Foskor Engineering Specifications
- Chamber of Mines / Mine Council SHEQ Requirements (Milestones)
- Atmospheric Emissions Licence - 13/2/AEL-02 Requirements
- The latest revisions of the SANS standardized specifications and Foskor Specifications as applicable at the time of quotation shall apply to this contract.

**Note:**

**The equipment to be capable of continuous operation 24 hrs/day, 365 days/year with operating availability equal to 100%.**

### 18.3 SITE GEOGRAPHY

The plant is located at Phalaborwa, Limpopo, South Africa

### 18.4 AMBIENT CONDITIONS

- Ambient temperature

Summer	35 °C Avg.	50 °C Max
Winter	17 °C Avg.	2 °C Min

- Site Altitude: 380 m
- Prevailing wind direction: Generally South Easterly - Maximum design velocity 40 m/s (144 km/h)
- Very dusty conditions
- Average annual rainfall = 540 mm

### 18.5 FOSKOR GENERAL ENGINEERING SPECIFICATIONS (SHOULD BE CONSULTED BEFORE FINALIZATION OF ANY DESIGN OR SPECIFICATION)

DOC. No.:	DESCRIPTION:	REVISION:
	Engineering Specification Index	
GS001	General Design Information	1
GS002	Engineering drawings	0
GS003	Quality control procedures for general fabrications	0
GS004	Site work associated with civil construction works.	0
GS005	Concrete and formwork	0

GS006	Masonry and building work.	0
GS007	Plate and workshop fabrications	0
GS008	Welding standards and procedures	0
GS009	Structural fabrication and erection.	0
GS010	General Mechanical Equipment Future	0
GS011	Piping	0
GS012	Pressure vessels	0
GS013	Painting and Protective coatings	0
GS014	Rubber lining	0
GS015	Fencing	0
GS016	Roofing and side cladding	0
GS017	Fuel for use in combustion engines	0
GS018	Lubrication	0
GS019	Bund walls for liquid containment	0
GS020	General Purpose Valves	0
GS021	Gearboxes	0
GS022	Chain block and Level Hoist	0
GSI-004	Field Instrumentation Standards	0

Service provider /Contractor /Supplier - Please ensure that you have the latest copy of the specifications before any activity is committed.

#### 18.6 SPECIFICATION

ELECTRICAL SPECIFICATIONS		
NUMBER	REVISION	TITLE
EE-1	Latest Revision	Motor Control Centre & Switchgear
EE-2	Latest Revision	Squirrel Cage Induction & Wound Rotor Motors
EE-11	Latest Revision	Power Factor Correction Equipment
GE-1	Latest Revision	Design Criteria for Electrical Installations
GA-1	Latest Revision	Procedures for Enquiries & Tenders
GD-1	Latest Revision	General Requirements for Design, Project Management & Tenders
GD-2	Latest Revision	Engineering Change Order (E.C.O) Procedure
GM-1	Latest Revision	Mechanical Equipment
GM-5	Latest Revision	Pipe Standards



GM-6	Latest Revision	Engineering Drawing & Document Requirements
GM-8	Latest Revision	Surface Protection
GM-3	Latest Revision	Painting & Surface Protection of Steel
GS-1	Latest Revision	Structural Steel work & Plate work Fabrication & Erection
GQ-1	Latest Revision	Quality Control
GI-1	Latest Revision	General specifications & Procedures
GI-2	Latest Revision	Installation & Commissioning
GI-3	Latest Revision	General Equipment Specification
GI-4	Latest Revision	Field Instrumentation Specification

#### 18.7 **ADDITIONAL SPECIFICATIONS IF REQUIRED**

- Not Applicable.

#### 19 **PROJECT MANAGEMENT - CONTRACTOR**

- Nominate a single window of communication to Foskor – Typically the appointed contractor 2.6.1
- Attend meetings as agreed during the project kick-off meeting
- Submit Progress reports (Format & interval) as defined in the Kick-off Meeting (Invoicing, Labour, Performance against the plan, Contractor purchases, Quality Management, Safety, Etc.
- Manage and participate in the “Daily Journal” as part of executing the project
- All meetings will be held at FOSKOR offices unless otherwise stated
- The contractor to provide updated project management plans on progress as defined by the Foskor Project Engineer.
- If the project is executed based on a shutdown approach the contractor will produce a formal Works Breakdown Structure of the works.
- If the contractor cannot produce a proper WBS then the contractor will be required to subcontract this function to produce the WBS and manage the WBS for the duration of the project. This cost must be included in the contractor's price
- WBS - WBS** is a hierarchical and incremental decomposition of the project into phases, deliverables, and work packages. It is a tree structure, which shows a subdivision of effort required to achieve an objective, for example, a program, project, and contract.
- This includes arrangements, tools, equipment, labour, Tasks, Purchase, Quality, Communication, etc
- Project progress updates** - If the contractor cannot produce proper updates on a WBS then the contractor will be required to subcontract this function to produce the WBS updates for the duration of the project. This cost must be included in the contractor's price

The Service provider is responsible for managing the project and this is graphically displayed below indicating where what functions lies. Graphical presentation only covers some basic aspects.

## **20 PLANNING AND SCHEDULING:**

- The Project Section has a planning standard that needs to be adhered to during the execution as per the relevant order placed
- The Foskop scheduler can be contacted to provide schedule details input and guidelines if needed.
- Schedule must be compiled within one week after kick-off meeting conducted by the Foskop Project Leader
- The Contractor schedule needs to be signed off by contractor 2.6.1 before approval by Foskop
- The Foskop scheduler will issue the Templates to be used - This template must be adhered to and no changes to be made
- Progress Update is needed every once week one day before the weekly progress meeting or as requested
- The progress Updates to be submitted to Foskop Scheduler/Planner via email.
- It is the contractor's responsibility to appoint the competent person to manage the contractors schedule which that person will directly communicate with Foskop Scheduler - If the contractor's responsibility to add cost of the competent person on the project. Commercial action to be taken if the performance in planning is lacking
- Foskop requires all contractors to use MS project software which it will be fully implemented latest 1 February 2022.

### **20.1 TYPICAL ASPECT THAT NEEDS TO BE ADHERED TO**

- It is the subcontractor's responsibility to produce a detailed schedule which tie up to the Foskop standards of requirements.
- The Schedule must not have open ended activity task.
- The schedule must be fully resourced.
- The schedule must not have constraints.
- The Calendar must be created and assigned in the schedule. Confirm the templates with the Foskop Scheduler
- It is Foskop responsibility to review the schedule before it's been approved
- A schedule must be Approved by Project scheduler/Project Manager & Project Engineer
- The approved baselined schedule must be updated by the contractor to show Planned Vs Actual
- The contractor must show S-Curve which will be constructed from the schedule.
- Project Updates Must be submitted to the Project Planner/Scheduler for review.

### **20.2 LIAISON AND CO-OPERATION WITH OTHERS**

- The CONTRACTOR/ SERVICE PROVIDER shall be required to co-operate and liaise with Foskop appointed project manager
- The CONTRACTOR/ SERVICE PROVIDER must note that construction is within an operational plant.
- The CONTRACTOR/ SERVICE PROVIDER may appoint a Foskop approved sub-contractor
- The CONTRACTOR/ SERVICE PROVIDER shall be required to work in conjunction with the Foskop appointed structural-, electrical-, equipment- and instrumentation installation contractor – if applicable.

## **21 GENERAL CONDITIONS – COMMERCIAL**

### **21.1 EXTENSIONS, PENALTIES AND RETENTIONS**

- a) Extension on the promised completion or Milestone date may be requested but needs to be approved by Foskor. The contractor should be in possession of a formal document issued via Foskor Procurement indicating that this request was approved
- b) Any additional works not defined in the order needs to be approved by Foskor in writing before any work commence.

Description	Condition	Duration
Penalties	2% per week	Late Delivery after promised completion date
Performance Bond	0% of Contract Value	0 Year after completion
Retention	5 % of Contract value	Release after 3 months
Type of Contract	Foskor General condition of contract	
Tender price validity	3 months	
Escalation	None	None

All delays must be immediately brought under the attention of the section engineer and the responsible party agreed upon immediately.

## **22 AFTER-SALES SERVICE OR REQUIREMENTS**

### **22.1 AFTER SALES SERVICE REQUIREMENTS ARE LISTED BELOW:**

- Not Applicable.

## **23 INVOICE DUE DATES**

The due dates for claim certificate are the 12<sup>th</sup> of every month. Invoices are due the latest the 15<sup>th</sup> of every month.

## **24 MANDATORY DOCUMENTS**

### **24.1 MANDATORY DOCUMENTS**

These are the documents that needs to be submitted with the Tender

- Tax Compliance certificates
- BBBEE certificates
- COIDA

## **25 TENDER EVALUATION CRITERIA**

- As part of the process to assist with the evaluation of the bidder's proposal/quotation and to make an informed decision in the awarding of this tender, the following information is required
- The following tender evaluation criteria will be used for adjudicating the Contractor submitted tender.
- Please provide the required documentation as requested in the "Proof/documents to be submitted" column. Please be specific when submitting documents by ensuring that they answer the item specified.
- Please use the annexure number as indicated to identify the proof submitted.

- Failure to submit the relevant documentation as requested in the Evaluation criteria document may lead to a disregard of the submitted tender.

## 26 EVALUATION CRITERIA (TECHNICAL)

Evaluation Criteria (Technical)				
T(Insert relevant text in context with the project)/25 – PRIVATE VEHICLE PARKING FOR THE ESTABLISHMENT OF INFRASTRUCTURE IN THE SOUTH PIT				
No	Technical Criteria Description	% Contribution	Proof / documents to be submitted	Notes
1	<b>Experience &amp; Team competence - <u>Section Weight not to be less than 25%</u></b>			
a)	Company – Previous work experience in Steel fabrication and welding in the mining environment. <b>Scoring:</b> 1 year 25% 2 years 50% 3 years 75% 4 years 100%	25%	Give a reference list of projects, with values and contact numbers for verification	<u><b>Annexure A</b></u>
b)	Team Capability – 2.6.1 and 2.9.2 personnel that will be working on this project <b>Scoring:</b> No Comply 0% Comply 100 %	5%	Provide proof of certificates	<u><b>Annexure B</b></u>
2	<b>Regulatory/ Legal / Licences / Registrations (where applicable)</b>			
a)	Competent Persons to run project (including but not limited to concrete hands, boiler makers, etc.) <b>Scoring:</b> No Comply 0% Comply 100 %	10%	Give reference list and project names with CV's	<u><b>Annexure C</b></u>
3	<b>Company Capacity – <u>Weight not to be less than 25%</u></b>			
a)	Company - Execute Private Vehicle Parking in the South Pit according to a pre-approved Work Breakdown Structure (WBS) / Project Schedule <b>Scoring:</b> No Comply 0 % Comply 100 %	15%	Provide proof of one (1) for this project <b>signed by the</b> Project Manager	<u><b>Annexure D</b></u>
b)	Quality assurance/control plan, Quality Control <b>Scoring:</b> No Quality Plan 0 % Quality Plan not signed off 50 % Quality Plan signed off 100 %	10%	Provide documentation of one (1) <b>previous</b> signed-off Project quality control plan.	<u><b>Annexure E</b></u>
c)	Project team Organogram indicating names, positions, and trades for this project <b>Scoring:</b> No Organogram 0 % Organogram with some skills 50% Organogram with all relevant skills 100 %	15%	Submit an organogram with <b>names, positions and skills.</b>	<u><b>Annexure F</b></u>
b)	Contractor Site Equipment List (Project Specific – Including but not limited to welding Machines, concrete vibrators, LDV's with ROBS, etc.) <b>Scoring:</b> No equipment 0 % Partial Equipment 50 % All Relevant Equipment 100 %	15%	Proof of plant, equipment and LDVs	<u><b>Annexure G</b></u>
4	<b>SAFETY</b>			

Evaluation Criteria (Technical)				
T(Insert relevant text in context with the project)/25 – PRIVATE VEHICLE PARKING FOR THE ESTABLISHMENT OF INFRASTRUCTURE IN THE SOUTH PIT				
No	Technical Criteria Description	% Contribution	Proof / documents to be submitted	Notes
4.1	<b>Minimum Safety Training required on Foskor</b>			
a)	Mining Qualification Authority (MQA) based Basic health and Safety, First Aid, Hira. <b>Scoring:</b> <b>No Training</b> 0% <b>Partial Training</b> 50% <b>All relevant personal trained</b> 100 %	5%	Provide proof of team compliance or plan indication how compliance will be achieved.	<b><u>Annexure H</u></b>
	<b>Total Technical Score</b>	<b>100%</b>		

**NOTE:** IN ORDER FOR THE BID TO BE CONSIDERED THE BIDDER NEEDS TO SCORE 70% AND ABOVE, AND COMPLY TO ALL MANDATORY REQUIREMENTS

## 27 **COMMERCIAL EVALUATION REQUIREMENTS:**

### 27.1 **FINANCE**

**As directed by Procurement Department – Linked to Approved Supplier database**

- Suppliers Account – In good standing - Supply relevant major supplier account information

**Note! Additional requirements to be defined by procurement**

## 28 **PRICING SCHEDULE**

**Tender No.:** T(Insert relevant text in context with the project)/25 –

PRIVATE VEHICLE PARKING FOR THE ESTABLISHMENT OF INFRASTRUCTURE IN THE SOUTH PIT

**Description:** T(Insert relevant text in context with the project)/25 –

PRIVATE VEHICLE PARKING FOR THE ESTABLISHMENT OF INFRASTRUCTURE IN THE SOUTH PIT

Particular Specifications shall be deemed to form part of and included in the pricing instructions.

### 28.1 **UNITS OF MEASUREMENT**

The units of measurement described in the Bill of Quantities are metric units. Abbreviations used in the Bill of Quantities are as follows:

%	–	Percent	m3	–	cubic metre
hrs	–	Hours	m3.km	–	cubic metre-kilometre
ha	–	hectare	mm	–	millimetre
kg	–	kilogram	MN	–	meganewton
kℓ	–	kilolitre	MN.m	–	meganewton-metre
km	–	kilometre	MPa	–	megapascal
km-pass	–	kilometre-pass	No.	–	number
kPa	–	kilopascal	P C sum	–	Prime Cost sum
kW	–	kilowatt	Prov. sum.	–	Provisional sum

ℓ	–	litre	sum	–	lump sum
m	–	metre	t	–	ton (1 000 kg)
m <sup>2</sup>	–	square metre	W/day	–	Workday

## 28.2 PRICING SCHEDULE / SCHEDULE OF QUANTITIES OR BOQ

ITEM:	ITEM DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT (R)
<b>1.0</b>	<b><u>PRELIMINARY &amp; GENERAL:</u></b>				
<b>1.1</b>	Administration – Work permit, Safety file, Induction, Quality file and testing.	Sum	1		
<b>1.2</b>	Site establishment and de-establishment	Sum	1		
<b>1.3</b>	Management, Supervision, PPE, Training, Transport, etc.	Sum	1		
<b>SUB-TOTAL (1):</b>					
<b>2.0</b>	<b><u>Foundation</u></b>				
<b>2.1</b>	Excavate, rip, mix, compact in prep for the base and fill to natural ground level after casting	sum	11.00 m <sup>3</sup>		
<b>SUB-TOTAL (2):</b>					
<b>3.0</b>	<b><u>Civil Work</u></b>				
<b>3.1</b>	supply, construct, and form base plinths, complete with reinforcing including base plate as per drawing no. SOU-STR-001001 Rev. 0. All work must comply to Foskor's Engineering Standards.	sum	3.0 m <sup>3</sup>		
<b>SUB-TOTAL (3):</b>					
<b>4.0</b>	<b><u>Base Plate</u></b>				
<b>4.1</b>	Supply, manufacture, paint and install base plates and lifting lugs as per drawing no: SOU-STR-001001 Rev. 0. All paint (turquoise: colour code = E18) and manufacturing must comply to Foskor's Engineering Standards.	No.	32		
<b>SUB-TOTAL (4):</b>					
<b>5.0</b>	<b><u>Steel Work</u></b>				
<b>5.1</b>	Supply, manufacture, paint and install 76x76x3 square tubing welded to base plates and lifting lugs as per drawing no: SOU-STR-001001a Rev. 0. All paint (turquoise: colour code = E18) and manufacturing must comply to Foskor's Engineering Standards.	m	100		
<b>5.2</b>	Supply, manufacture, paint and install 150x75x20x3 lipped channels as per drawing no: SOU-STR-001001a Rev. 0. All paint (turquoise: colour code = E18) and manufacturing must comply to Foskor's Engineering Standards	m	50		
<b>5.3</b>	Supply, manufacture, paint and install 100x75x20x3 lipped channels as per drawing no: SOU-STR-001001a Rev. 0. All paint (turquoise: colour code = E18) and manufacturing must comply to Foskor's Engineering Standards	m	90		
<b>5.4</b>	Supply, manufacture, paint and install 100x50x20x3 lipped channels as per drawing no: SOU-STR-001001a Rev. 0. All paint (turquoise: colour code =	m	400		

ITEM:	ITEM DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT (R)
	E18) and manufacturing must comply to Foskor's Engineering Standards				
SUB-TOTAL (5):					
6	<b>IBR Sheeting</b>				
6.1	Supply, and install 100x50x20x3 lipped channels as per drawing no: SOU-STR-001001a Rev. 0. All paint (turquoise: colour code = E18) and manufacturing must comply to Foskor's Engineering Standards	m	700		
SUB-TOTAL (6):					
TOTAL EXCL. VAT (1+2+3+4+5+6):					

All price alterations must be signed for by the bidder confirming that such changes were made by the Bidder. **PLEASE NOTE THAT PRICE CHANGES WITHOUT A SIGNATURE WILL LEAD TO THE DISQUALIFICATION OF THE BID SUBMITTED.**

**NOTE: The onus lies with the tenderer to make sure that all formulas and calculations are correct. Calculation errors discovered during the evaluation process will be logged as a non-conformance and the tender/quotation will therefore be disregarded**