

SCOPE OF WORKS

DRUM ALIGNMENT SURVEY SERVICES, 2025

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SCOPE OF WORK

DESCRIPTION	: DRUM ALIGNMENT SURVEY SERVICES
AREA	: FOSKOR MINE, PHALABORWA OPERATIONS

INVITATION TO TENDER

This document outlines the essential requirements for the supply of labour and tools necessary for survey, inspection, correction or repairs and maintenance of drier drum alignment and any component that supports alignment of driers. This Scope of Work (SOW) seeks to extend invitation to interested parties who meets the set requirements and have experience in general survey of rotary kiln alignment work with proven track record in terms of work outlined in this SOW.

PRE-QUALIFICATION

Pre-qualification is an information-gathering process that determines the suppliers' capability, capacity, resources, and performance. This is the first process taken at the beginning of the procurement process when we have the greatest ability to influence safety and quality holistically prior to the project.

- Supplier must be registered with the Construction Industry Development Board and have acquired a 2ME CIDB grading.

1.1 TECHNICAL AND COMMERCIAL PRE-QUALIFICATION

- Supplier must be registered and in possession of at least 2ME CIDB grading for Mechanical Engineering contractor.

SCOPE BACKGROUND

The purpose of this tender is to appoint a qualified supplier with proven track record in heavy mechanical engineering work to assist the Drying and Dispatch Maintenance teams in ensuring and maintaining sound plant availability, reliability and efficiency. The successful supplier will be expected to work closely with the maintenance team and shall report to the Maintenance Engineer and take instruction from the Maintenance Supervisors and the Engineer.

Drying and Dispatch is currently operating six (6) rotary coal fired driers with the installed capacity to produce at a rate of 740t/h. With the current state of these driers, the section only manages an average of about 300t/h which is less than 50% of the installed capacity. The main objective of this application is to leverage plant equipment availability to impact performance and efficiencies when in production through focused and intentional maintenance approach.

The successful supplier will be expected to positively respond to very short notices and make labour available as and when needed. Furthermore, the supplier will be required to acquire or be in possession of specialised tools necessary for accurate reading and diagnosis of equipment conditions which will adequately inform the recommended actions.

This contract term will be for 3 years from the date of award.

2. 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 phosphate concentrate at Phalaborwa, in the Limpopo Province of South Africa. The phosphate concentrate is sold locally and 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 in 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.

OBJECTIVE

The main objective of this application is to leverage plant equipment availability and impact performance and efficiencies when in production through focused and intentional maintenance approach. This while the plant maintains quality deliverables especially when managing diverse customer requirement on the international market.

Added objective of this contract is to have an experienced supplier in the kiln/drier maintenance with primary focus on alignment. We operate two-pier rotary kilns driven through pinion and girth gear mechanism. The alignment of these units is critical especially when the process is a 24hr operation only stopped during major planned works. The supplier will be expected to propose their strategy in terms of when and how these survey will be conducted and touch on what processes will be employed in cases where remedial work is necessary. The supplier is urged to consider types and quantities of spares that may be necessary for proper maintenance of drier alignment as well as the criticality of each of these spares.

SCOPE OF WORK

Supply labor as outlined below for the work to be done as and when the plant becomes available as planned. The work is to manage availability, reliability and efficiency of these driers while others are on shutdown maintenance. The aim is to ensure that these do not fail and become unavailable on an unplanned basis when other driers are on a planned shutdown work.

The proposals shall make provision for emergency operations where the supplier may be called out on very short notices to conduct work as outlined in this SOW. This might arise due to premature failures and breakdowns. Furthermore, the supplier will be expected to conduct routine and scheduled condition-based inspections and maintenance. These inspections will be arranged to take place monthly for the duration of the contract.

This calls for a larger than normal team if the work is to be completed within the scheduled timeframe. A schedule for the work to be done needs to be submitted for approval and sign-off by the Drying and Dispatch Engineer BEFORE work starts. Progress will be tracked according to this schedule and any deviations will need to be motivated.

The following are some of the main tasks to be included in the scope of work:

DRUM ALIGNMENT

- a) Drum alignment need to be verified to determine if the drum settings are to specification.
- b) Examine the drum thrust and float.
- c) Examine the carry roller position.

- d) Determine the drum angle and compare it with approved drawings.
- e) Calculate the carry roller degree off-set and determine the shim thickness needed.
- f) Adjust the drum alignment and alignment to the pinion
- g) Report findings and adjustments.
- h) Determine station to station alignment

RIDING RING CREEP:

- a) Determine the creep of each riding ring.
- b) Calculate the total number of shims required to adjust and maintain consistent drum ovality.
- c) Replace shims needed to achieve conditions set out on (b) above.
- d) Define and regularly review the welding procedure in repairing surface cracks and in cases where retaining blocks are to be replaced or fixed.
- e) Determine scope for riding ring life examination and processes of grinding active surfaces to remove uneven or deformed projected faces.

PINION AND GIRTH GEAR

- a) Prepare surface and measure radial run out of girth gear.
- b) Replace girth and Pinion gear if necessary
- c) Align girth gear and replace machine bolts. Torque bolts to specified value
- d) Laser Align pinion to girth gear and replace machine bolts. This, however, should not limit the use of any other proven and industry acceptable method of aligning rotary kilns.
- e) Ensure that the root clearance and backlash of the gears are within tolerances when aligned before tightening pinion. All bolts to be torqued to specified value.
- f) Laser align pinion to girth gear and replace damaged or compromised machined bolts. Provision should be made for crack detection to prevent premature failures of these bolts. This should however not limit use of any other proven and industry acceptable methods.
- g) Ensure that the root clearance and backlash of the gears are within tolerances when aligned before tightening pinion. All bolts to be torqued to specified value.
- h) Align gearbox to pinion. All bolts to be torqued to specified value. Alignment can be done either with clock gauge or laser – method statement to be advised.
- i) Align motor to gearbox including the barring gear. All bolts to be torqued to specified value.
- j) Modify/repair and position and install guards.

COMMISSIONING:

The drum shall be commissioned and adjusted during a cold run and then adjusted during a full production run. The final report to indicate what findings were made during the cold commissioning, the punch list with corrective measures taken as well as the outcomes of the hot commission.

REPORTS:

Submit an official report on all findings, adjustments and the corrective actions that were taken. The report is to be signed off by the contractor with a quality guarantee on the alignment and work done.

Furthermore, the supplier will be expected to conduct works on emergency and on very short notices where time is critical especially during unplanned and unforeseen circumstances.

TEAM REQUIRED:

Item	Trade Description	Hourly Rate	Daily Rate	Duration	Total
1	Kiln Alignment Specialist				
2	Boilermaker				
3	Welder				
4	Fitter				
5	Boilermaker Assistant				
6	Welder Assistant				
7	Fitter Assistant				
8	Safety Officer				
9	Site Manager (2.6.1 Appointee)				
10	Site Supervisor (2.9.2 Appointee)				

NB!

- Fitters and welders will be required should there be work to be done from the survey conducted or failures as they happen over a period of time.
- Minor work request form to be completed, submitted and approved before any work can be started. This must be in line with Foskor contractual process.
- Please take note that the shift work will be applicable during shutdowns but any other work included in this SOW that comes up during the agreement period will be done during normal working hours and/or on breakdown basis.
- Duration should be based on each task and time taken to complete, Jobcard system will be used to determine the duration and cost.
- Any additional charge not provided for in the table above should be clearly stated and agreed upon with the Drying and Dispatch Maintenance Engineer prior to commencement of any job/task.
- Safety representatives to be appointed from the crew. Any crew member who qualifies will be appointed, the contractor Site Manager should make this appointee known.

BASIC TOOLS REQUIRED:

Tools Type	Totals
Kiln alignment equipment (special tools)	
General hand tools	
Welding machines	
Grinders	
General PPE	
Electrical extension cords	
Lights	
Electrical portable tools	
Lifting equipment and tackle	

NB:

- Please take note that the list above is only an indication but does not limit suppliers from bringing with them any other tools of importance for delivery of the task as outlined in this SOW. All tools brought into Foskor will be inspected by Foskor officer before allowed to be used in the plant.

SCOPE – EXTENT OF WORK OR SERVICE REQUIRED

Any extended work or services related to the outlined scope that would be required that is not addressed on the main scope of work above.

GENERAL SCOPE CONSIDERATIONS

This tender is for the provision of all the following but not limited to:

- Supply, equipment, materials, labour, tools, transport & logistics, site management, safety management, quality management, etc. as defined in the Foskor General Engineering Specifications, COP's, and SANS standards.
- All Supervisors and Site Managers will be required to pass the Foskor Legal Exam (2.9.2 and 2.6.1 Appointments) and legally appointed as such.

PROJECT COSTING AND EXPENSES

The contractor shall supply all 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.

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.

SUB-CONTRACTING AND JOINT VENTURES

The primary aspect of the works may not be sub-contracted. For sub-contracting 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. The main contractor must comply with technical evaluation criteria.

COSTING

Site establishment and de-establishment is for the Contractor's account. Only one invoice per month will be accepted for payment for the total service rendered by the Contractor during that period. This invoice must be received before the monthly deadline, which will be provided by Foskor.

PROJECT URGENCY

Project urgency is defined below:

This is a Project that impacts directly on production, sustainability, company reputation, safety and security of the business. And when one or all the above-mentioned aspects are attacked, the business bottom line is threatened. When driers are rendered unproductive and unavailable or inefficient when in use, the operation is unable to load

according to expectation (16hrs maximum per train) to meet the production and dispatch budget with a direct impact on bottom line.

Our services providers in rail and haulage of material to the port and to customers will not provide trains when they cannot be loaded within this agreed timeline, the risk is on losing these trains to their clients who will not cause delays in loading. This is a perpetual threat which MUST be managed continuously.

DELIVERY OF MATERIALS AND EQUIPMENT

It is the responsibility of the Contractor to take delivery, off-loading, storage and moving into their permanent position all equipment and materials covered under this Scope. The Contractor shall, at their own expense, be responsible for the delivery of imported plant and equipment to site, 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, payment of handling costs, storage costs, releasing costs, transportation costs, and excise duties, taxes, imports, and charges of any kind that may be imposed by the South African Government, or any of its agencies and political sub-divisions relating to the supply and delivery of the imported plant and equipment, materials and Contractor's plant and equipment to site.

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

NB: The contractor / consultant must clearly state in the 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.

TENDER DELIVERABLES

The deliverables will include:

- Complete Foskor pricing schedule (BOQ)
- Preliminary Project Schedule
- Preliminary method statement to execute the site work.
- Commercial documents requested by Procurement.

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

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 on 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.
- All vehicles and cranes as well as other TMM's to be inspected before entering Foskor Premises.
- All person competencies to be verified before being allowed to work on Foskor premises for a specific task.

- The service provider must compile a Safety File as per FOSKOR standard for all service providers and sub-service providers.
- Site access will need to be controlled, and all persons must receive site-specific induction before entering the site.
- Conduct inspections as per FOSKOR Safety System. Analyse data and trends and recommend preventative measures where required.
- 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.
- Ensure all workers competencies are available and have been validated.
- Ensure proper security, signboards, fencing, and barricading is in place on-site where applicable.
- The service provider shall in general comply with the FOSKOR General Engineering Specifications, COP's, latest revisions, and all relevant regulations.
- The service provider must complete a Baseline Risk Assessment (COP 01) before a work permit can be issued for the installation.
- All service providers not in possession of a valid FOSKOR ID card must complete the FOSKOR induction course and must undergo a medical examination at the FOSKOR clinic on the service provider's account.
- 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.
- All personnel operating mobile equipment including LDV's must have a FOSKOR driver's permit.
- All the required PPE and Safety Equipment are for the service provider's account.

All service providers must ensure that:

- Their workers are issued with the correct personal protective equipment free of charge.
- That the workers wear the PPE per the project area's requirements or as given by the service provider Supervisor.
- Training is provided in the correct use of PPE to workers.
- Daily inspections are done on PPE.
- The registers will be complete at least monthly on findings on PPE. (All PPE must be kept in good condition)

All service providers need to be informed of the following minimum training applicable to all service providers (irrespective of the tasks or scope of work) that will enter the FOSKOR Phalaborwa site at any point in time. This training is not presented by the FOSKOR Training section and service providers must ensure that the training is sourced through accredited external training companies:

- Basic health and safety principles
- HIRA
- First Aid Training

All other training requirements must be aligned with the baseline risk assessment. Risks identified in the baseline risk assessment will provide guidance on training requirements. A summary of the training must be completed as well as status on required authorization as per FOSKOR COP's.

Training certificates will be accepted when complying with the following:

- Unit Standard Title
- Learner Full name
- Learner ID number
- Competency achieved.
- Date of Assessment
- Assessors signature
- Training provider logo

- Training provider registration number and accreditation number.
- SETA logo

LEGISLATIVE REQUIREMENTS – SUMMARY

2.1 MINIMUM LEGISLATIVE REQUIREMENTS

The successful or appointed service provider shall comply with:

- The Mines Health and Safety Act with Regulations (Latest revision)
- The National Road Traffic Act with Regulations (Latest revision)
- All applicable national and international legislative requirements and regulations.
- Foskop (Pty) Ltd COP (Code of Practice) No. 25 for Service Provider Control (Available on request)
- Foskop (Pty) Ltd COP (Code of Practice) No. 59 for Trackless Mobile Machinery (Available on request)
- All Foskop (Pty) Ltd Safety, Health, Quality and Environmental procedures applicable to the successful application of the contract, this is available on request.
- All Foskop procedures and policies apply to the successful application of the contract. (Available on request)

2.2 SUMMARISED REQUIREMENTS / EXTRACTS FROM FOSKOR COP'S

Before entering and operating a service vehicle (Own vehicle) on Foskop site, the appointed service providers shall:

- Ensure that their driver/s have a valid national driver's licence for the specific class of vehicle, have 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 at 015 789 2840 to make an appointment for competence testing and authorisations).
- The appointed service provides shall, before entering and operating a vehicle or trailer on the Foskop premises:
 - a) Obtain permission from the Foskop Safety and Security manager to operate their 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 Foskop inspector for their 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.
 - d) Ensure that their 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)
 - e) See Foskop COP 59, Trackless Mobile Machinery for details.
- Before entering and working on Foskop site the appointed service providers shall ensure that their workmen are:
 - a) Briefed on the required task and have been informed of any abnormal conditions/situations.
 - b) Physically, emotionally, and mentally fit to perform their duty.

- c) Issued with the necessary PPE (Personal Protective Equipment) to safely operate their service vehicles and perform the duty of maintaining, servicing, inspecting, and testing earthmoving and mobile equipment.
 - d) Before commencement of work, all tools and equipment shall have been inspected and tested to be in good and safe working order.
 - e) All workmen have participated in the completion of a standard Foscok site risk assessment (Commonly known as a HIRA or Hazard Identification and Risk Assessment) and taken appropriate actions to mitigate any identified hazards.
- Before entering and working on the Foscok site the appointed service provider shall:
 - a) Ensure that their portable electrical equipment have been tested and declared safe for use by the Foscok electrical services workshop.

PERMIT TO WORK

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

- The PERMIT TO WORK can be obtained from Safety, and on completion returned to the Legal Administrator, Foscok Safety department.
- Obtain a contract number from the Foscok Procurement or Projects department.
- 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 Foscok 2.6.1 and 2.9.2 legal examinations within 30 days after the contract has been awarded.
- 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)
- Appoint an on-site SHE-Rep under section 29(1) of the MHSA to assist Regulation 2.6.1 and 2.9.2 on 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 and Safety Principles and HIRA training.
- See Foscok's COP 5 Health and Safety Representatives for details.
- Provide a name list, including ID numbers, residential and postal addresses, and telephone numbers of all of the appointed service providers' on-site employees.
- All the appointed service providers' on-site employees shall undergo a full medical examination at the Foscok 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.
- The appointed service providers designated on-site drivers shall receive competence testing and authorisation to operate vehicles on Foskop site.
- All the appointed service providers' employees shall receive/have received the following training:
 - a) First Aid Level 1 (Provide own training)
 - b) Working at heights (Provide own training)
 - c) Basic Health & Safety Principles (Provide own training)
 - d) HIRA (Provide own training)
 - e) Basic Firefighting. (Provide own- or receive Foskop training, contact 015 789 2531 for bookings)
 - f) Lock-out. (Provide own or receive Foskop training, contact 015 789 2531 for bookings)
- All training not provided by Foskop must be verified by the Foskop training superintendent Mr Johan Fouche. Please contact him at 015 7789 2525 to make an appointment or email proof of training and certificates to johanfo@foskor.co.za to confirm compliance before requesting his approval on the PERMIT TO WORK.
- All the appointed service providers' on-site employees shall receive the basic Foskop site induction training at the Foskop Security office.
- All the appointed service providers' on-site employees shall receive site-specific induction training provided by the Foskop area Regulation 2.6.1 appointee/s.
- 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 Foskop MHSA 2.13.1 appointee and signed by all the service providers' employees. Make use of Foskop's BRA document, Annexure 1.2, contained in COP 1, Risk and Opportunities Management (Available on request)
- Attach a detailed SCOPE OF WORK describing the required task and -outcome of this contract.
- All Foskop'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.
- Registration and proof of payment under the Compensation for Occupational Injuries and Diseases Act, no. 130 of 1993. The registration number must be provided.
- SARS issued a tax clearance certificate.
- All relevant documentation and/or evidence of compliance must be attached to the PERMIT TO WORK.
- Upon successful completion and approval of the PERMIT TO WORK the Security department will issue the appointed service providers' employees with access ID cards.
- 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 must be attached to the PERMIT TO WORK.
- The appointed service provider must allow at least three to ten working days to complete all the PERMIT TO WORK requirements.

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 at the Kick-off meeting.

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

2.3 FOSKOR SAFETY FILE INDEX – TYPICAL

Template SHE FILE INDEX: - TYPICAL

ISO clause / Description of item File divider

- Integrated Management System.
 - Clause 5.1 & 5.2
- Policies
 - Clause 5.2: OH&S Policies
- COP 1: Foskor risk management
 - Clause 6.1.2.1 & 6.1.2.2: Hazard identification, risk assessment and determining controls.
- COP 88: Objectives, targets and management programmes
 - Clause 6.2: Objectives and programs
- 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
- COP 15: SHERQ Competency and awareness training
 - Clause 7.2 / 7.3: Competence, training, and awareness
- COP 17: Mobile, technical and process training
 - Clause 7.2 / 7.3: Competence, training, and awareness
- COP 6: SHERQ Committees
COP 7: Communication
 - Clause 7.4: Communication, participation, and consultation
- OCCUPATIONAL HYGIENE
 - a) COP 42: Lighting: natural and artificial.
 - b) COP 43: MCOP Occupational health programme on thermal stress
 - c) COP 44: Sanitation plant hygiene amenities

- d) COP 45: MCOP occupational health program on personal Exposure to Air borne Pollutants.
 - e) COP 64: Ergonomics
 - f) COP 86: MCOP for Occupation Health Program for noise
 - g) Clause 8.1.2 Eliminating hazards and reducing OH&S risks.
- 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.
 - COP 53: Lock out system and usage.
Clause 8.1.1 General
Clause 8.1.2 Eliminating hazards and reducing OH&S risks.
 - COP 55: Stairs, walkways handrails and ladders
Clause 8.1 Operational planning and control,
Clause 8.1.2 Eliminating hazards and reducing OH&S Risk
 - 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
 - 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
 - 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
 - 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
 - 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
 - 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
 - COP 63: Hand tools
Clause 8.1 Operational planning and control,
Clause 8.1.2 Eliminating hazards and reducing OH&S Risk
 - 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

- COP 69: Maintenance of fire equipment.
Clause 8.1 Emergency preparedness and response,
Clause 8.1.2 Eliminating hazards and reducing OH&S
- 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
- 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
- COP 94: Hot work
Clause 8.1 Operational planning and control,
Clause 8.1.2 Eliminating hazards and reducing OH&S Risk
- COP 95: Confined space entry
Clause 8.1 Operational planning and control,
Clause 8.1.2 Eliminating hazards and reducing OH&S Risk
- COP 96: Working on Heights
Clause 8.1 Operational planning and control
Clause 8.1.2 Eliminating hazards and reducing OH&S Risk
- 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
- COP 98: Water safety
Clause 8.1 Operational planning and control,
Clause 8.1.2 Eliminating hazards and reducing OH&S Risk
- 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
- COP 102: MCOP: Risk based emergency care on mine.
Clause 8.1 Operational planning and control
Clause 8.2 Emergency preparedness and response
- 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

- COP 22: SHEQ Inspection
Clause 8.1 Operational planning and control
Clause 8.2 Emergency preparedness and response
- COP 23: Internal and external audit.
Clause 9.2 Internal audit
Clause 9.2.1 general and 9.2.2 internal audit programme.

Notes:

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

2.4 TYPICAL CONTENTS OF SAFETY FILE:

- Title and index cover page
- A copy of the PERMIT TO WORK.
- A copy of the MHSA Regulation 2.6.1 and -2.9.2 and SHE Rep appointment letters.
- A copy of Foskor COP 25, Service provider control.
- Baseline 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.
- Copies of critical task descriptions and standard operating/maintenance procedures.
- Copies of the appointed service providers safety, health, environmental, HIV and AIDS, smoking and waste management policies.
- Training records of all on-site employees.
- Employee records of actual time worked (Normal and overtime).
- Copy of on-site induction training.
- Records of inspections of TMM (Trackless Mobile Machinery) and trailers. See Foskor COP 59, Trackless Mobile Machinery for details.
- Records of issues and inspections of PPE (Personal Protective Equipment) and safety equipment. See Foskor COP 65, Personal Protection Equipment for details.
- Records of issues and inspections of PEE (Portable Electrical Equipment). See Foskor COP 60, Portable electrical Equipment for details.
- Records of issues and inspections of tools and equipment. See Foskor COP 63, hand tools for details.
- Records of daily, weekly and monthly 2.6.1 / SHE Rep safety inspections. See Foskor COP 22, SHE Inspections for details.

- Records of daily green-area and safety talks. See Foskop COP 7, Communication for details.
- 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.

2.5 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!

PARAMETERS

2.6 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 Department of Waters Affairs.

2.7 SPECIFICATIONS, CODES, STANDARDS AND REGULATIONS

The latest edition of the South African National Standards in effect 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 but not limited to:

- 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.
- Foskop COP's and applicable General SHEQ Requirements
- Foskop Engineering Specifications
- Chamber of Mines / Mine Council SHEQ Requirements (Milestones)
- Atmospheric Emissions Licence - 13/2/AEL-02 Requirements
- Private Security Industry Regulation (Act 56 Of 2001)
- The latest revisions of the SANS standardized specifications and Foskop Specifications as applicable at the time of quotation shall apply to this contract.
- Compensation for Occupational Injuries and Diseases Act (COIDA)
- South African Qualifications Authority Act (SAQA Act)
- Private Security Industry Regulatory Authority (PSIRA)

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

2.8 SITE GEOGRAPHY

The plant is located at Phalaborwa, Limpopo, South Africa

2.9 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.
- Very dusty conditions
- Average annual rainfall = 540 mm

PROJECT MANAGEMENT – CONTRACTOR

- Foskop can appoint Project managers who shall be responsible for coordinating the Contractor's Scope of Work with Foskop and other Contractor(s) appointed by Foskop.
- Perform the works in accordance with the Foskop Safety regulation and procedure.
- Submit weekly work progress report to the Project manager as per the standard Foskop format.
- Provide reports and attend contractor meetings.
- Complete the works within the timeframe & as per Foskop specifications.
- All meetings will be held at Foskop, Phalaborwa offices only.
- All the site visits required for completing the job as per this scope of work will be to the account of the contractor.

- The contractor shall be responsible for coordinating and integrating his schedule and responsibilities with other FOSKOR appointed contractors on site for this scope of work.
- All contractors must submit duration and completion date with the tender.
- The contractor shall be able to prove all persons on site's competency (Trade certificate, training records, etc.)

LIAISON AND CO-OPERATION WITH OTHERS

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

GENERAL CONDITIONS – COMMERCIAL

2.10 EXTENSIONS, PENALTIES AND RETENTIONS

- 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.
- **Any additional works not defined in the order needs to be approved by FOSKOR in writing before any work commences.**

Description	Condition	Duration
Penalties	1% per week attributable to contractor delays	Late Delivery after promised completion date
Retention	10% of Contract value	Release after 3 months - after project handover.
Escalation	Provide escalation approach	Provide escalation approach

- All delays must be immediately brought under the attention of the Drying and Dispatch Maintenance Engineer and the responsible party agreed upon immediately.

2.11 AFTER SALES SERVICE OR REQUIREMENTS

2.11.1 INVOICES DUE DATES

The due dates for claim certificate are the 12th of every month. Invoices are due the latest 17th of every month.

2.11.2 RETURNABLE DOCUMENTS

These are the documents that needs to be submitted with the tender:

- Tax Compliance certificates
- BBBEE certificates
- COIDA
- Procurement documentation as instructed

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.

3. PRE-QUALIFICATION REQUIREMENTS

Note:

BID SUBMISSION NOT MEETING MANDATORY REQUIRMENT WILL RESULT IN THE BID BEING DISQUALIFIED

No	Mandatory Requirements	Comments
1.	Company – Supplier must be registered with CIDB with a minimum 2ME level accreditation. MANDATORY Yes	Submit valid copy of the CIDB Certificate for the company

EVALUATION CRITERIA (TECHNICAL)

EVALUATION CRITERIA (TECHNICAL)				
DRUM ALIGNMENT SURVEY SERVICES, 2025. 3 YEAR CONTRACT				
NO.	TECHNICAL CRITERIA DESCRIPTION	% CONTRIBUTION	PROOF / DOCUMENT TO BE SUBMITTED	NOTES
1.	EXPERIENCE & TEAM COMPETENCE			
a)	Company – Previous experience and track record on rotary kiln alignment work. At least five (5) years' experience of having worked on similar type of projects. R5 and above 30% ≤ R5m > R3m 20%	30 %	Award / Confirmation letters from the companies indicating the type of work done, date and duration of the project, the value of the contract and valid contact details of these companies.	

DRUM ALIGNMENT SURVEY SERVICES, 2025

EVALUATION CRITERIA (TECHNICAL)					
DRUM ALIGNMENT SURVEY SERVICES, 2025. 3 YEAR CONTRACT					
NO.	TECHNICAL DESCRIPTION	CRITERIA	% CONTRIBUTION	PROOF / DOCUMENT TO BE SUBMITTED	NOTES
	≤ R3m > R2m	10%			
	≤ R2m	5%			
	No experience	0%			
b)	Team – Project Manager’s individual experience rotary kiln alignment.		30%	Submit CV indicating number of years the individual was involved with similar projects	
	> 5 Years	30%			
	3 - 4 Years	20%			
	1 - 2 Years	10%			
	<1 Year	5%			
	No relevant experience	0%			
c)	Team – CVs of dedicated team members with relevant technical training and expertise		5%	Provide or submit team’s CVs indicating their experience in the relevant project – Kiln maintenance and alignment surveys.	
d)	Project execution timelines from date of receipt of order to commissioning and handover to the client. Including, but not limited to project initiation, procurement of material, on-site installation, testing and commissioning and handover.		20%	Level 2 Project Schedule / GANTT Charts	
	< 2months	20%			
	≥ 2 months ≤ 3 months	14%			
	> 3months ≤ 4 months	7%			
	> 4 months	0%			
e)	Work Method Statement		15%		
	No method statement	0%			
	Submitted but not signed off	5%			
	Signed off method statement from a similar project	10%			
	TOTAL TECHNICAL SCORE		100.00%		
Note: For the bid to be considered the bidder needs to score 70% and above and comply to all mandatory requirements.					

SCHEDULE OF QUANTITIES

Note:

Foskor will only pay for material and service delivered to Foskor site and for work completed on Foskor site as indicated in the BOQ. Payment will only be done for BOQ lines executed.

SUPPLY LABOUR

Item	Trade Description	Hourly Rate	Daily Rate	Duration	Total
1	Kiln Alignment Specialist				
2	Boilermaker				
3	Welder				
4	Fitter				
5	Boilermaker Assistant				
6	Welder Assistant				
7	Fitter Assistant				
8	Safety Officer				
9	Site Manager (2.6.1 Appointee)				
10	Site Supervisor (2.9.2 Appointee)				

TOOLS AND OTHER

Tools Type	Totals
Kiln alignment equipment (special tools)	
General hand tools	
Welding machines	
Grinders	
General PPE	
Electrical extension cords	
Lights	
Electrical portable tools	
Lifting equipment and tackle	

SPARES HOLDING PROVISION FOR NON -WARRANTY REPAIRS OF 15% OF THE CAPITAL INVESTMENT.

Note - please ensure all your scope has been allocated this Pricing Schedule

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 formulae 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.