

SCOPE OF WORK FOR THE MANAGEMENT OF THE PORT OF PORT ELIZABETH'S GENERAL AND HAZARDOUS WASTE FOR A PERIOD OF THREE (3) YEARS

PREQUALIFICATION:

1. Proof of a valid registration with the Nelson Mandela Municipality as a Waste Transporter is required. Note: The Waste Transporter Authorisation must be relevant to the waste that will be managed as part of the Waste Management Contract.
2. A copy of valid Waste Management License / Permits for all facilities involved in the storage, transfer, recycling, recovery, treatment or disposal of wastes as may be required in terms of Schedule 1 of the National Environmental Waste Act, 2008 (Act No.59 of 2008) must be submitted. In a case where the service provider does not have these authorisations as an entity, valid authorisations of the facility/ies to be used must be provided. These facilities must be in Port Elizabeth (Nelson Mandela Bay Municipality). Please refer to "Appendix 3 Management of Port of Port Elizabeth's General Waste and Hazardous Waste Data Sheet".
3. Submission of the Proof of Company Registration as an Operator as provided for in the National Road Traffic Act, (Act No. 93 of 1996). Please furnish proof of valid Registration/s to TNPA for your drivers and vehicles as required to ensure proper licensing to carry dangerous goods.

BACKGROUND AND SCOPE OF REQUIREMENTS

1. BACKGROUND

TNPA as a division of Transnet is the business unit responsible for the management of General and Hazardous Waste generated by TNPA within the ports in South Africa. TNPA must ensure compliance with all relevant International and National legislation/standards governing the management of General and Hazardous Waste, TNPA Port of Port Elizabeth must therefore, provide the necessary resources and facilitate the sorting, storage, transportation, reuse, recycling, and if necessary the disposal to landfill of waste from the Port of Port Elizabeth.

According to the National Environmental Waste Act, 2008 (Act No.59 of 2008), "**general waste**" means waste that does not pose an immediate hazard or threat to health or to the environment, and includes;

(a) domestic waste;

(b) building and demolition waste;

(c) business waste;

(d) inert waste; or

(e) any waste classified as non-hazardous waste in terms of the regulations made under section 69, and includes non-hazardous substances, materials or objects within the business, domestic, inert or building and demolition wastes.

In terms of the PoPE Waste Management Plan (WMP), hazardous waste is defined as any waste that contains organic or inorganic elements or compounds that may, owing to the inherent physical, chemical or toxicological characteristics of that waste, have a detrimental impact on health and the environment and includes hazardous substances, materials or objects within business waste, residue deposits and residue stockpiles, refer to Annexure Three Category A of NEM: Waste Amendment Act 26 of 2014.

TNPA PoPE aims to appoint a Service Provider who has experience in the provision of Hazardous and General Waste Management Services and who can demonstrate through their returnable documents that they are capable of providing an efficient, cost effective and legally compliant service. The main objective of TNPA PoPE is to ensure that a waste management service that is environmentally, socially and economically sound as well as legally compliant from storage, handling, transportation, treatment and disposal, is rendered and that all mandatory waste reporting requirements are catered for as part of the service rendered by the Service Provider.

The selected service provider will share in the mission and business objectives of TNPA. These mutual goals will be met by meeting contract requirements and new challenges in an environment of teamwork, joint participation, flexibility, innovation and open communication. Further, TNPA and its service provider will study the current ways they do business to enhance current practices and support processes and systems as this will allow TNPA to reach higher levels of quality, service and profitability.

TNPA Specifically seeks to benefit in the following ways:

- Best value for money in respect of waste management;
- TNPA must receive reduced cost of acquisition and improved service benefits resulting from the combination of secure supply, economies of scale and streamlined service processes;
- TNPA must receive proactive improvements from the Service Provider with respect to supply services and related processes as well as any industry developments;
- TNPA's overall image must be strengthened by the chosen Service Provider's service delivery systems; and
- TNPA must be able to rely on the chosen Service Provider's personnel for service enquiries, recommendations and substitutions.
- Legal compliance by the Service Provider to all statutes, standards and protocols governing general and hazardous waste to ensure TNPA is legally compliant on matters pertaining to waste management.

2. TNPA SCOPE OF REQUIREMENTS

TNPA intends to outsource the provision of general and hazardous waste management services at the Port of Port Elizabeth. The supply of the aforementioned waste management services is required at the Port of Port Elizabeth for a period of **three (3) years**.

The successful Service Provider will be required to provide hazardous and general waste management services at TNPA PoPE as follows:

- i. Provide legally compliant general and hazardous waste leak proof containers with fixed covers for general waste and hazardous waste
- ii. Provide personnel:
 - a. Green Guards
 - b. Site Supervisor
- iii. Manage Site Operations
- iv. Roll-out a Recycling Programme
 - a. The Service Provider will be required to roll-out a recycling / waste minimization programme. On Year 1, the service provider will be expected to start the recycling / waste minimization programme by focussing on oily waste, plastic and paper thereafter incrementally expand the recycling / waste minimization programme from Year 2 to Year 3 to include additional waste streams. Please refer to "Appendix 3 Management of Port of Port Elizabeth's General Waste and Hazardous Waste Data Sheet".
- v. Remove and dispose of waste at sites licensed to receive general & hazardous waste
- vi. Submit monthly documentation to TNPA:
 - a. Legally Compliant Safe Disposal Certificates
 - b. Legally Compliant Waste Manifests
 - c. Ensure that the Monthly Reports submitted to TNPA PoPE comply with SAWIC (South African Waste Information Centre) Requirements and the 2012 National Waste Information Regulations
 - d. Ensure that the supporting documentation on cleaning of waste containers and drip trays is provided for as part of the report submitted to TNPA on a monthly basis
- vii. Submit monthly documentation to SAWIC
 - a. The successful tenderer will be required to register on the South African Waste Information System (SAWIS) as required by SAWIC
 - b. TNPA Port of Port Elizabeth is already registered on the system and will provide the Contractor with the necessary registration number and/or additional information required in this regard such that the contractor is in a position to upload the hazardous and general waste quantities on SAWIS on a monthly basis
- viii. Ensure compliance with all relevant statutes
 - a. All practices regarding this contract shall comply with all relevant legislation

FURTHER BREAKDOWN OF THE SERVICES REQUIRED

Transnet National Ports Authority, Port of Port Elizabeth (TNPA) requires the provision of **30** empty waste containers as follows:

SITE NO.	POSITION	SKIP SIZE	WASTE TYPE	
1	Dom Pedro Jetty	10m ³ X2	1 Skip for general waste	1 Skip for hazardous waste
2	Eyethu Jetty	10m ³ X2	1 Skip for general waste	1 Skip for hazardous waste
3	Quay No: 3 (Shed Number 10,11 & 12)	10m ³ X6	3 Skips for general waste	3 Skips for hazardous waste
4	Tug Jetty	10m ³ X2	1 Skip for general waste	1 Skip for hazardous waste
5	Navy Jetty	10m ³ X2	1 Skip for general waste	1 Skip for hazardous waste
6	Slipway & Trade Motto	10m ³ X4	2 Skips for general waste	2 Skips for hazardous waste
7	Cross Berth	10m ³ X2	1 Skip for general waste	1 Skip for hazardous waste
8	Civil Depot	10m ³ X2	1 Skip for general waste	1 Skip for hazardous waste
9	Sites 1, 2, 3, 5 & 6	1000L X8	Total of 8 Containers for oily waste at Dom Pedro (1), Eyethu (2) Quay3 (2), Navy Jetty (1) & Slipway (2)	

Note: Additional skip costs should be included as provided for in the Pricing Schedule

i. Provide general and hazardous waste leak proof containers with fixed covers for general waste and hazardous waste:

- a. Each site will have **leak proof, sealed containers with fixed covers as indicated in the table above.**
- b. All waste containers provided must be clearly marked to reflect the type of waste contained as well as the relevant contact details in case of emergencies. Waste containers should also reflect rules regarding acceptable site practices. Waste container signage must be durable to weather conditions to ensure the information / message communicated is clearly visible at all times.
- c. The skips and oily waste containers must be leak proof and covered (fixed lids) to prevent any secondary littering and pollution.
- d. Oily waste containers are to be provided with drip trays to provide secondary containment and prevent pollution. Note: TNPA has drip trays that will serve as tertiary containment and therefore the service provider is required to ensure the drip trays provided as secondary containment are compatible with TNPA's.
- e. The service provider has a duty to ensure that no drip trays including TNPA's are allowed to overflow and any pollution shall be prevented at all times.
- f. TNPA has demarcated / marked waste skip placement areas done in conjunction with Property Management and any movement of skips around and outside of these areas should first be cleared with the SHEQ Department.
- g. Note: All waste skips & oily waste containers provided for this contract must be clean at all times and have no foul odour. Biodegradable products must be used for cleaning the waste skips and oily waste containers. Cleaning must be conducted off-site and TNPA must be provided with Material Data Sheets for products used.
- h. The Service Provider shall ensure at all times that the waste sites have waste containers as prescribed in Section 3 above and TNPA shall not entertain any omissions in this regard.

ii. **Provide Personnel: (a. Green Guards and b. Site Supervisor)**

Note: All personnel that are deployed as part of this contract are to be vetted in line with statutory personnel /HR vetting processes before they are posted on TNPA, Port of PE Sites.

a. **Green Guards:**

The Green Guards will as a **MINIMUM**, be responsible for:

- Ensuring that correct waste streams are disposed of in the appropriate skips / containers. This means that the Green Guard has to be someone who is trained in identifying hazardous from general waste streams so that he/she can be charged with the responsibility to direct facility users to dispose of general waste in general waste skips, hazardous waste in hazardous waste skips and oily waste in oily waste containers.
- Patrolling and managing waste sites they are allocated to and ensure that their respective sites are kept clean at all times.
- The Waste Sites to be managed by the Green Guards include:
 - Dom Pedro and Cross Berth
 - Eyethu Jetty
 - Navy Jetty and Slipway
 - Quay 3 (Sheds 10, 11 and 12)
- Notifying their Head Office when skips & oily waste containers in their respective waste sites are full.
- Ensuring that the skips, oily waste containers and drip trays that are brought on-site during each skip/oily waste container-emptying consignment are clean, leak proof, have sealed containers with fixed covers (refer point: i above for further details).
- Reporting all incidents that occur on-site to TNPA.
- Ensuring that all spillages are managed and their respective sites are kept clean at all times.
- Each Green Guard is expected to be on site for 8 hours per day, 5 days per week.

b. Site Supervisor

- The Site Supervisor is to ensure that he/she is on-site for a minimum of 4 hours per day, 5 days per week.
- Ensure that the Green Guards are on-site daily and in the correct PPE at all times.
- Arrange and conduct awareness sessions with facility users and keep a record of topics covered and attendance.
 - These will be in a form of monthly awareness sessions for the Port Users.
- Co-ordinate all calls/bookings/queries, etc. to ensure that a seamless service is rendered.
- Respond to and manage incidents.
- Compile Weekly and Monthly Reports as well as Incident Reports.
- Ensure the Reports compiled are compliant to TNPA agreed-upon format.
- Format of Reports and Waste Management Awareness Presentations to be discussed and agreed upon with TNPA.
- Attend scheduled "Contract Meetings" with TNPA.
- Identify and roll-out waste minimization strategies for TNPA PoPE.
- Oversee the execution of the Contract on-site and in-line with Proposal accepted /submitted.

iii. Manage Site Operations:

- The tenderer will be expected to submit an Operations and Maintenance Manual which outlines as a minimum the following:
 - Overall Waste Management Process-Flow to be followed in managing waste from the Port.
 - Equipment, vehicles, skips, oily waste containers, drip trays, etc.
 - Labour (Green-Guards and Site Supervisor) to be deployed for this Contract.
 - Emergency Plan (vehicle breakdown, labour unrest/strikes, etc.)
- The Service Provider shall be responsible for the cleaning up of any spillages while lifting skips / waste containers /servicing drip trays and must ensure that the area is free from oil contaminated material and other pollutants at all times in all sites the service provider manages on behalf of TNPA.
- The work shall be carried out under the supervision of TNPA and the Service Provider shall be responsible for the acts and omissions of his/her employees.

iv. TNPA Waste License, Permit Entry Requirements & Costs

- The Successful Tenderer will be required to purchase TNPA Vehicle Entry Permit/s to gain access to the Port (all vehicles deployed for this Contract will be required to have Vehicle Entry Permits except in the case of a temporary vehicle used in an emergency/breakdown etc. Temporary vehicle information will need to be provided to the TNPA official managing this Contract before the use of the vehicle).

TNPA Waste License:

- In cases where the service provider is exclusively providing a waste management service to TNPA, there is no requirement to purchase a TNPA Waste License however if the service is extended to Port Users, a Waste License is required. The Waste Disposal License as per the 2023/24 Tariff is R 25 211.45 (inclusive of VAT).

TNPA Vehicle Entry Permit Payment Details:

- The successful bidder will be required to purchase the vehicle entry permit by paying the prescribed amount as follows:

Bank: FNB RMB
Account Name: Transnet NPA
Account Type: CORPORATE CASHMAN ACCOUNT
Account number: 62875771315
Branch code: 255005
Ref: **Company name- Registered on Navis System**
Tel no.: 041-507 1961/1700
Amount: **R 389.69**

Valid from 01 April 2023 to 31 March 2024

- The successful bidder will also be required to bring below documents with:

- 1. Company letterhead- List of truck and contact person (number and email address)**
- 2. Valid Regestation papers of the truck/s**
- 3. Cof and the proof of payments attached to the application**

- The TNPA Port of PE Customer Service Contact Details are as follows:

Email: Nandipha.kelemana@transnet.net

Email: Akho.makaba@transnet.net

v. Remove and dispose of waste at sites licensed to receive general & hazardous waste

- The general and hazardous waste skips as well as oily waste containers should be collected once full and the Green Guards will notify the Service Provider of such a need.
- Estimations for costs should be based on a once-a-week basis, and charges upon award of tender will be based on actual lifts.
- Each invoice will be paid on submission of a legally compliant waste manifest and waste disposal certificate.
- In the event of the skip / container being full before the collection date, the Green Guard and / or Site Supervisor has a duty to notify the Head Office/Service Provider.
- NB: Port Users sometimes report full skips / containers to TNPA and in that case, the information will be passed onto the Service Provider's delegated people on site (e.g. Green Guard / Site Supervisor).
- Prompt response (within 24 hours from the time the call is logged) will be one of the operational performance measures of the Service Provider's efficiency.
- In terms of the National Ports Act, Transnet NPA may charge a penalty fee, should the contracted company fail to abide by the set conditions. This clause will be included in the main Contract to be signed by the winning bidder.
- The landfill site disposal costs should be included as provided for in the Pricing Schedule.

vi. Port of PE Recycling / Waste Minimization Programme

- The Service Provider will be required to roll-out a recycling / waste minimization programme.
- The service provider will be expected on year 1 to start the recycling / waste minimization programme by focussing on oily waste, plastic and paper, thereafter, incrementally expand the recycling / waste minimization programme from year 2 to year 3 to include additional waste streams.
- The Service Provider will be required to provide detailed monthly reports for the Recycling / Waste Minimization Programme to demonstrate recycling targets achieved and where there are challenges, institute measures to ensure the success of the recycling /waste minimization programme. Please refer to Appendix 3.

vii. Submit Monthly Documentation to TNPA and SAWIS:

a. Safe Disposal Certificate and Waste Manifest:

- As a minimum, the Service Provider shall provide TNPA with a Safe Disposal Certificate & Waste Manifest for every consignment so as to ensure that the landfill site used to dispose of the waste is a permitted site appropriate for the waste being disposed of (Duty of Care Principle).
- A delivery note for each load removed from the Port shall be signed for by the TNPA Environmental Officer or a designated person at the gate (Security Supervisor) and a copy left with the Security for collection by TNPA.
- No payment will be effected until a legally compliant Waste Disposal Certificate and Waste Manifest are received by TNPA.

b. Monthly Reports:

- The Service Provider shall compile Monthly Reports regarding all matters pertaining to the Contract and submit these to TNPA.
- The format of the Monthly Reports shall as a minimum comply with SAWIC Requirements, the 2012 National Waste Information Regulations and agreed upon TNPA Criteria.

Note: Please take note of section 2 v (a)-(d) and (b) 2 vi (a)-(b) covering monthly documentation above.

viii. Compliance with relevant statutes

- The Service Provider shall ensure that all current statutory laws , future legislation and requirements that may be passed pertaining to the storage, handling, removal, transportation and disposal of waste are/will be complied with and undertakes that the procedures for undertaking this work shall comply with all applicable Legislation, Codes of Practice, Local, Regional, Provincial, National Authorities' Requirements including but not limited to:
 - Environmental Conservation Act (1989)
 - National Environmental Management Act (1998)
 - National Environmental Management Waste Act (2008)
 - The National Road Traffic Act (1996)
 - The Hazardous Substances Act (1973)
 - The Occupational Health and Safety Act (1993)
 - Common Law
 - Nelson Mandela Bay Municipal Bylaws and
 - Any other relevant legislation

- The Service Provider shall ensure that all personnel deployed for this Contract undergo an annual medical examination prior to commencement of the Contract and thereafter, annually for the duration of the Contract.

- The Service Provider shall provide and use suitable equipment and personal protective equipment as per the Risk Assessment submitted to TNPA.

- All tenderers must supply proof of registration or a copy of a valid license to operate as a Waste Removal Company.

- All tenders must supply a copy of a valid Waste Transporter Certificate issued by the Local Authority.

- All tenderers must supply proof of registration with the Compensation Fund (Valid Letter of Good Standing).

- All practices regarding this Contract shall as a minimum, comply with all relevant legislation, the Waste Classification Reports, as well as the PoPE Waste Management Plan, which is available on the TNPA Website and can be accessed via the enclosed link:

<http://www.transnetnationalportsauthority.net/OurPorts/Port%20Elizabeth/Pages/Overview.aspx>

ix. General

- Proof of competence to handle hazardous waste is required for all the role players who will be dealing with waste from the Port.
- The successful tenderer must supply the name and location of disposal facility to be utilized, including a copy of a Permit or License of such disposal facility, prior to the commencement of Contract. The site where the waste will be disposed of must be in Port Elizabeth (Nelson Mandela Bay Municipality).
- The waste removed from the Port by the Contractor shall be disposed of at a recognised and registered landfill site only. **Note: TNPA will only use H: H Landfill Site for hazardous waste generated within the Port.**
- The Contractor shall at all times prevent pollution during the execution of this Contract.
- The Contractor shall ensure that the skips and oily waste containers on-site are leak proof, sealed and clean at all times.
- The Contractor shall ensure that the drip trays provided for oily waste containers are emptied and cleaned using biodegradable materials at regular intervals to avoid secondary pollution.
- The work shall be carried out under the supervision of TNPA and the Service Provider shall be responsible for the acts and omissions of his/her employees.

x. Audits

- The Contractor acknowledges and agrees that TNPA will conduct internal audits to its operations and facilities, alternatively, engage the services of a third party, inspectorate, etc, as may be deemed necessary by TNPA.
- The Contractor agrees and undertakes to grant TNPA all appropriate and relevant reports and documentation relating to the performance of the service and to co-operate so as to enable TNPA to achieve the objectives as set out in this clause, including, but not limited to:
- TNPA requesting copies of all third party invoices, accounts and all other financial documents (including costing sheets) and records of the Contractor for the purpose of auditing same and satisfying itself as to the reasonableness of any amount paid or to be paid in terms hereof;
- The Contractor making available to TNPA a copy of the Contractor's quality management manual, procedure manual, or other quality control documentation, for inspection;
- The Contractor authorising access to TNPA, to inspect work-in-progress, the equipment and vehicle(s) used in the performance of the service.
- In the event of non-compliance or breach of this Agreement, then TNPA will inform the Contractor, in writing, of the non-compliance and /or breach, require the Contractor to rectify same within agreed upon timeframes. If such non-conformance is not remedied within agreed upon timeframes, then TNPA will invoke the penalty clauses that form part of the contract to be signed with a successful service provider.

xi. Service Levels

- An experienced account representative(s) is required to work with Transnet's Procurement Department. [No sales representatives are needed for individual department or locations]. Additionally, there shall be a minimal number of people, fully informed and accountable for this Agreement.
- Transnet will have reviews with the Service Provider's account representative on an on-going basis.
- Transnet reserves the right to request that any member of the Service Provider's team involved on the Transnet account be replaced if deemed not to be adding value for Transnet.
- The Service Provider guarantees that it will achieve a 100% service level on the following measures:
 - Random checks on compliance with the Scope of Work or Terms of Reference
 - On-time deliverables
- The Service Provider must provide a telephone number for customer service calls.
- Failure of the Service Provider to comply with stated Service Level Requirements will give Transnet the right to cancel the Contract in whole, without penalty to Transnet, giving 30 [thirty] days' notice to the Service Provider of its intention to do so.

Acceptance of Service Levels:

YES	
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NO	
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3. SAFETY HEALTH AND ENVIRONMENTAL MANAGEMENT

- The Contractor shall comply with all the relevant sections and regulations of the Occupational Health and Safety Act, Act No. 85 of 1993 during the contract period.
- The Service provider will be responsible for adherence to TNPA's Safety Health and Environmental Rules.
- The successful bidder will be required to submit a Safety, Health and Environmental (SHE) File for approval by TNPA Port of PE prior to the award. The SHE File should be in line with the scope of work and be kept up to date for the duration of the Contract.
- A Letter of Good Standing relevant to the scope of work is required from the winning bidder and no service can be offered without this letter.
- Please refer to Appendix 4 for Contractor Management SHE Documentation required on award of contract.

4. INSURANCE:

- The Contractor shall effect at his own cost an Insurance Policy which will cover loss and /or damage to the property of Transnet National Port Authority or a third party.
- The Contractor shall within two (2) weeks of the award of the Contract submit the Policy or Policies of Insurance and the receipts for payment of the current premiums to the SHE Department.
- These Insurance Policies shall be maintained in force for the duration of the Contract and shall be effected with insurers and on terms approved by Transnet National Port Authority.

The Contractor will be required to certify that he does carry the following insurance cover for the full duration of the Contract:

- Contractor's property - the full value of all material, plant and equipment brought on to the site by the Contractor for the performance of his obligations in terms of the Contract.
- Public liability - the Contractor shall take out a Public Liability Insurance Policy in an amount per occurrence on terms approved by Transnet National Ports Authority.

Such Policy shall:

- Be of full force and effective from the commencement date
- Not be cancelled or terminated by the Contractor without the prior written consent of Transnet NPA;

The Contractor shall:

- Pay the premiums for such Insurance Policy promptly on due date
- Submit proof of payment to Transnet NPA, if requested to do so
- Not do or cause to be done, any act or omission, which shall affect the validity of such insurance policy or cause its cancellation.

5. BUDGET BREAKDOWN:

- The Respondents must submit a detailed budget breakdown for the services to be rendered as provided for in the pricing schedule.
- The quoted prices shall be valid for the duration of the contract.

6. REFERENCES

- The Respondents are required to indicate in the table below the company names and contact details of existing customers whom Transnet may contact to seek third party evaluations of current service levels:

NAME OF COMPANY	CONTACT PERSON	TELEPHONE

7. TECHNICAL EVALUATION

- All tender evaluations shall be as specified by the TNPA Procurement Department in the Tender Documentation.
- The Technical Evaluation Criteria is to be read in conjunction with the Request For Proposal (RFP) documents.
- The bidders are required to complete and provide the information required in "Appendix 3: Management of the Port of Port Elizabeth's General and Hazardous Waste".
- Please note that Appendix 3 will be used together with the Technical Evaluation Checklist to verify completeness of the information provided.
- The minimum points / score required to qualify / pass the Technical Evaluation is 66.67.
- All required documentation for the technical evaluation shall be attached to the RFQ on submission.

8. PRICING SCHEDULE

- The bidders are required to complete and provide the information required in the Pricing Schedule Template provided in Appendix 1.

8. GENERAL REQUIREMENTS:

The Respondents must submit:

- Proposals to be uploaded on the Transnet e-Tender Portal as stipulated on RFX document and advert by the date stipulated on the RFX.
- Extensive company profile, providing details of similar or associated work done.
- Comprehensive CV of all resources to be deployed in the contract.
- Black Economic Empowerment (BEE) details with regards to the contract to be concluded with the successful tenderer.
- Proof that they are licenced by TNPA Port of PE as an approved Waste Service Provider to operate within the port if they are already providing waste management services to other port users.

APPENDICES

APPENDIX 1 - PRICING SCHEDULE: GENERAL WASTE SKIPS USED ON A FULL-TIME BASIS (YEAR ONE)

MANAGEMENT OF THE PORT OF PORT ELIZABETH'S GENERAL AND HAZARDOUS WASTE FOR A PERIOD OF THREE (3) YEARS					
SECTION A: PRICING SCHEDULE: GENERAL WASTE SKIPS USED ON A FULL-TIME BASIS (YEAR ONE)					
ITEM	DESCRIPTION	UNIT	QTY	UNIT RATE	TOTAL AMOUNT EXCL VAT (Formula: QTY X UNIT RATE)
1	DOM PEDRO JETTY				
1.1	Monthly rental of 10m ³ general waste skip	Monthly	12		
1.2	Transportation of 10m ³ general waste skips per month to the landfill site	No.	48		
1.3	10m ³ General waste skip disposal consignments per month	No.	48		
2	EYETHU JETTY				
2.1	Monthly rental of 10m ³ general waste skip	Monthly	12		
2.2	Transportation of 10m ³ general waste skips per month to the landfill site	No.	48		
2.3	10m ³ General waste skip disposal consignments per month	No.	48		
3	QUAY NO: 3 (SHED 10)				
3.1	Monthly rental of 10m ³ general waste skip	Monthly	12		
3.2	Transportation of 10m ³ general waste skips per month to the landfill site	No.	48		
3.3	10m ³ General waste skip disposal consignments per month	No.	48		

ITEM	DESCRIPTION	UNIT	QTY	UNIT RATE	TOTAL AMOUNT EXCL VAT (MONTHLY RATE) (Formula: QTY X UNIT RATE)
4	QUAY NO: 3 (SHED 11)				
4.1	Monthly rental of 10m ³ general waste skip	Monthly	12		
4.2	Transportation of 10m ³ general waste skips per month to the landfill site	No.	48		
4.3	10m ³ General waste skip disposal consignments per month	No.	48		
5	QUAY NO: 3 (SHED 12)				
5.1	Monthly rental of 10m ³ general waste skip	Monthly	12		
5.2	Transportation of 10m ³ general waste skips per month to the landfill site	No.	48		
5.3	10m ³ General waste skip disposal consignments per month	No.	48		
6	TUG JETTY				
6.1	Monthly rental of 10m ³ general waste skip	Monthly	12		
6.2	Transportation of 10m ³ general waste skips per month to the landfill site	No.	48		
6.3	10m ³ General waste skip disposal consignments per month	No.	48		

ITEM	DESCRIPTION	UNIT	QTY	UNIT RATE	TOTAL AMOUNT EXCL VAT (MONTHLY RATE) (Formula: QTY X UNIT RATE)
7	NAVY JETTY				
7.1	Monthly rental of 10m ³ general waste skip	Monthly	12		
7.2	Transportation of 10m ³ general waste skips per month to the landfill site	No.	48		
7.3	10m ³ General waste skip disposal consignments per month	No.	48		
8	SLIPWAY				
8.1	Monthly rental of 10m ³ general waste skip	Monthly	12		
8.2	Transportation of 10m ³ general waste skips per month to the landfill site	No.	48		
8.3	10m ³ General waste skip disposal consignments per month	No.	48		
9	TRADE MOTTO				
9.1	Monthly rental of 10m ³ general waste skip	Monthly	12		
9.2	Transportation of 10m ³ general waste skips per month to the landfill site	No.	48		
9.3	10m ³ General waste skip disposal consignments per month	No.	48		

ITEM	DESCRIPTION	UNIT	QTY	UNIT RATE	TOTAL AMOUNT EXCL VAT (MONTHLY RATE) (Formula: QTY X UNIT RATE)
10	CROSS BERTH				
10.1	Monthly rental of 10m ³ general waste skip	Monthly	12		
10.2	Transportation of 10m ³ general waste skips per month to the landfill site	No.	48		
10.3	10m ³ General waste skip disposal consignments per month	No.	48		
11	CIVIL DEPOT				
11.1	Monthly rental of 10m ³ general waste skip	Monthly	12		
11.2	Transportation of 10m ³ general waste skips per month to the landfill site	No.	48		
11.3	10m ³ General waste skip disposal consignments per month	No.	48		
TOTAL EXCLUDING VAT (SECTION A – GENERAL WASTE SKIPS USED ON A FULL-TIME BASIS ANNUALLY (YEAR ONE))					

SECTION B: PRICING SCHEDULE: HAZARDOUS WASTE SKIPS USED ON A FULL-TIME BASIS (YEAR ONE)					
ITEM	DESCRIPTION	UNIT	QTY	UNIT RATE	TOTAL AMOUNT EXCL VAT (MONTHLY RATE) (Formula: QTY X UNIT RATE)
1.	DOM PEDRO JETTY				
1.1	Monthly rental of 10m ³ hazardous waste skip	Monthly	12		
1.2	Transportation of 10m ³ hazardous waste skips per month to the landfill site	No.	48		
1.3	10m ³ Hazardous waste skip disposal consignments per month	No.	48		
2	EYETHU JETTY				
2.1	Monthly rental of 10m ³ hazardous waste skip	Monthly	12		
2.2	Transportation of 10m ³ hazardous waste skips per month to the landfill site	No.	48		
2.3	10m ³ Hazardous waste skip disposal consignments per month	No.	48		
3	QUAY NO: 3 (SHED 10)				
3.1	Monthly rental of 10m ³ hazardous waste skip	Monthly	12		
3.2	Transportation of 10m ³ hazardous waste skips per month to the landfill site	No.	48		
3.3	10m ³ Hazardous waste skip disposal consignments per month	No.	48		
4	QUAY NO: 3 (SHED 11)				
4.1	Monthly rental of 10m ³ hazardous waste skip	Monthly	12		
4.2	Transportation of 10m ³ hazardous waste skips per month to the landfill site	No.	48		
4.3	10m ³ Hazardous waste skip disposal consignments per month	No.	48		

ITEM	DESCRIPTION	UNIT	QTY	UNIT RATE	TOTAL AMOUNT EXCL VAT (MONTHLY RATE) (Formula: QTY X UNIT RATE)
5	QUAY NO: 3 (SHED 12)				
5.1	Monthly rental of 10m ³ hazardous waste skip	Monthly	12		
5.2	Transportation of 10m ³ hazardous waste skips per month to the landfill site	No.	48		
5.3	10m ³ Hazardous waste skip disposal consignments per month	No.	48		
6	TUG JETTY				
6.1	Monthly rental of 10m ³ hazardous waste skip	Monthly	12		
6.2	Transportation of 10m ³ hazardous waste skips per month to the landfill site	No.	48		
6.3	10m ³ Hazardous waste skip disposal consignments per month	No.	48		
7	NAVY JETTY				
7.1	Monthly rental of 10m ³ hazardous waste skip	Monthly	12		
7.2	Transportation of 10m ³ hazardous waste skips per month to the landfill site	No.	48		
7.3	10m ³ Hazardous waste skip disposal consignments per month	No.	48		
8	SLIPWAY				
8.1	Monthly rental of 10m ³ hazardous waste skip	Monthly	12		
8.2	Transportation of 10m ³ hazardous waste skips per month to the landfill site	No.	48		
8.3	10m ³ Hazardous waste skip disposal consignments per month	No.	48		

ITEM	DESCRIPTION	UNIT	QTY	UNIT RATE	TOTAL AMOUNT EXCL VAT (MONTHLY RATE) (Formula: QTY X UNIT RATE)
9	TRADE MOTTO				
9.1	Monthly rental of 10m ³ hazardous waste skip	Monthly	12		
9.2	Transportation of 10m ³ hazardous waste skips per month to the landfill site	No.	48		
9.3	10m ³ Hazardous waste skip disposal consignments per month	No.	48		
10	CROSS BERTH				
10.1	Monthly rental of 10m ³ hazardous waste skip	Monthly	12		
10.2	Transportation of 10m ³ hazardous waste skips per month to the landfill site	No.	48		
10.3	10m ³ Hazardous waste skip disposal consignments per month	No.	48		
11	CIVIL DEPOT				
11.1	Monthly rental of 10m ³ hazardous waste skip	Monthly	12		
11.2	Transportation of 10m ³ hazardous waste skips per month to the landfill site	No.	48		
11.3	10m ³ Hazardous waste skip disposal consignments per month	No.	48		
(SECTION B: PRICING SCHEDULE: HAZARDOUS WASTE SKIPS USED ON A FULL-TIME BASIS ANNUALLY (YEAR ONE))					

SECTION C: PRICING SCHEDULE: HAZARDOUS OILY WASTE CONTAINERS USED ON A FULL-TIME BASIS (YEAR ONE)					
ITEM	LOCATION OF THE CONTAINER	UNIT	QTY	UNIT RATE	TOTAL AMOUNT EXCL VAT (MONTHLY RATE) (Formula: QTY X UNIT RATE)
1.	DOM PEDRO				
1.1	Monthly rental of 1000L oily waste container with a drip tray which is compatible with TNPA's drip trays	Monthly	12		
1.2	Transportation of 1000L oily waste containers per month to the landfill site if the quality of the oily waste is not deemed suitable for recycling.	No.	48		
1.3	1000L Oily waste container disposal consignments per month if the quality of the oily waste is not deemed suitable for recycling.	No.	48		
2	EYETHU				
2.1	Monthly rental of 1000L oily waste container with a drip tray which is compatible with TNPA's drip trays	Monthly	12		
2.2	Transportation of 1000L oily waste containers per month to the landfill site if the quality of the oily waste is not deemed suitable for recycling.	No.	48		
2.3	1000L Oily waste container disposal consignments per month if the quality of the oily waste is not deemed suitable for recycling.	No.	48		
3	QUAY 3: SHED 10				
3.1	Monthly rental of 1000L oily waste container with a drip tray which is compatible with TNPA's drip trays	Monthly	12		
3.2	Transportation of 1000L oily waste containers per month to the landfill site if the quality of the oily waste is not deemed suitable for recycling.	No.	48		
3.3	1000L Oily waste container disposal consignments per month if the quality of the oily waste is not deemed suitable for recycling.	No.	48		

ITEM	DESCRIPTION	UNIT	QTY	UNIT RATE	TOTAL AMOUNT EXCL VAT (MONTHLY RATE) (Formula: QTY X UNIT RATE)
4	QUAY 3: SHED 11				
4.1	Monthly rental of 1000L oily waste container with a drip tray which is compatible with TNPA's drip trays	Monthly	12		
4.2	Transportation of 1000L oily waste containers per month to the landfill site if the quality of the oily waste is not deemed suitable for recycling.	No.	48		
4.3	1000L Oily waste container disposal consignments per month if the quality of the oily waste is not deemed suitable for recycling.	No.	48		
5	QUAY 3: SHED 12				
5.1	Monthly rental of 1000L oily waste container with a drip tray which is compatible with TNPA's drip trays	Monthly	12		
5.2	Transportation of 1000L oily waste containers per month to the landfill site if the quality of the oily waste is not deemed suitable for recycling.	No.	48		
5.3	1000L Oily waste container disposal consignments per month if the quality of the oily waste is not deemed suitable for recycling.	No.	48		
			QTY		TOTAL AMOUNT EXCL VAT (MONTHLY RATE)

ITEM	DESCRIPTION	UNIT		UNIT RATE	(Formula: QTY X UNIT RATE)
6	NAVY JETTY				
6.1	Monthly rental of 1000L oily waste container with a drip tray which is compatible with TNPA's drip trays	Monthly	12		
6.2	Transportation of 1000L oily waste containers per month to the landfill site if the quality of the oily waste is not deemed suitable for recycling.	No.	48		
6.3	1000L Oily waste container disposal consignments per month if the quality of the oily waste is not deemed suitable for recycling.	No.	48		
7	SLIPWAY				
7.1	Monthly rental of 1000L oily waste container with a drip tray which is compatible with TNPA's drip trays	Monthly	12		
7.2	Transportation of 1000L oily waste containers per month to the landfill site if the quality of the oily waste is not deemed suitable for recycling.	No.	48		
7.3	1000L Oily waste container disposal consignments per month if the quality of the oily waste is not deemed suitable for recycling.	No.	48		
8	TRADE MOTTO				
8.1	Monthly rental of 1000L oily waste container with a drip tray which is compatible with TNPA's drip trays	Monthly	12		
8.2	Transportation of 1000L oily waste containers per month to the landfill site if the quality of the oily waste is not deemed suitable for recycling.	No.	48		
8.3	1000L Oily waste container disposal consignments per month if the quality of the oily waste is not deemed suitable for recycling.	No.	48		
TOTAL EXCLUDING VAT					
(SECTION C: PRICING SCHEDULE: HAZARDOUS OILY WASTE CONTAINERS USED ON A FULL-TIME BASIS ANNUALLY (ONLY))					

ITEM	DESCRIPTION	UNIT	QTY	UNIT RATE	TOTAL AMOUNT EXCL VAT (Formula: QTY X UNIT RATE)
SECTION D: PRICING SCHEDULE: LABOUR					
1	GREEN GUARDS				
1.1	Monthly rate of 4 Green Guards (8 Hours a day x 5 days a week x 4 weeks per month)	Monthly	48		
2	SITE SUPERVISOR				
2.1	Monthly rate of 1 Site Supervisor (4 Hours a day x 5 days a week x 4 weeks per month)	Monthly	12		
TOTAL EXCLUDING VAT (SECTION D: PRICING SCHEDULE: LABOUR ANNUALLY (ONLY))					
ITEM	DESCRIPTION	QTY	UNIT	UNIT RATE	TOTAL AMOUNT EXCL VAT (ANNUAL RATE) (Formula: QTY X UNIT RATE)
SECTION E: PRICING SCHEDULE: SHE FILE (FIRST YEAR)					
1	HSE REQUIREMENTS				
1.1	SHE FILE	1	SUM		
TOTAL EXCLUDING VAT (SECTION E: PRICING SCHEDULE: SHE FILE YEAR ONE ONLY)					

PRICING SCHEDULE: FINAL SUMMARY YEAR ONE

ITEM	DESCRIPTION	TOTAL FOR YEAR ONE (EXCL VAT)
1	Section: A – Pricing Schedule General Waste Skips (Total reflected in above schedule)	
2	Section: B – Pricing Schedule Hazardous Waste Skips (Total reflected in above schedule)	
3	Section C – Pricing Schedule Oily Waste Containers (Total reflected in above schedule)	
4	Section D – Pricing Schedule Labour (Total reflected in above schedule)	
5	Section E - Pricing Schedule SHE File (Total reflected in above schedule)	
TOTAL VALUES CARRIED FOWARD TO CONTRACT		
TOTAL CONTRACT VALUE FOR 3 YEARS = (COST YEAR 1 (Y1) EXCLUDING VAT AND INFLATION) X 3		
ADD: 15% VAT		
TOTAL CONTRACT VALUE FOR 3 YEARS (INCLUDING VAT)		
Notes to the Multi- Year Pricing Table:		
The first year of the contract will not be subject to price escalation		
Cost for Year 2 (Y2) will be Total costs of Year 1 (Y1) x CPI adjustment		
Cost for Year 3 (Y3) will be Total costs of Year 2 (Y2) x CPI adjustment		

NB: Respondents are to note that Transnet will round off final pricing scores to the nearest 2 (two) decimal places.

Notes to Pricing:

a) Respondents, if awarded the contract, are required to indicate that their prices quoted would be kept firm and fixed for a period of 12 months, subject thereafter to adjustment (i.e., after the initial period of 12 months), utilizing the Consumer Price Index (CPI) as per below:

CONTRACT PRICE ADJUSTMENTS

Formula

- b) Prices submitted for this bid will be regarded as non-firm and subject to adjustment(s) in terms of the formula set out below,
- c) Applications for price adjustments must be accompanied by documentary evidence in support of any adjustment claim.
- d) The following price adjustment formula will be applicable for calculating Contract Price Adjustments (CPA).

$P_a = (1-V) P_t ((CPI)) + VP_t$ where:

P_a	=	The new adjusted price to be calculated
V	=	Fixed portion of the bid price (15% or 0.15)
P_t	=	Original bid price. Note that P_t must always be the original bid price and not an adjusted price
$(1-V)P_t$	=	Adjustable portion of the bid price (85% or 0.85)
CPI	=	In this tender Transnet will only use the Consumer Price Index (CPI) as a single factor from the Statistical Release "P0141" – Consumer Price Index, published by the Department of Statistics, South Africa.
VP_t	=	15% (or 0.15) of the original bid price. This portion of the bid price remains fixed, i.e., it is not subject to price adjustment.

Formula component definitions:

Adjustable amount: (1-V) Pt

e) The adjustable amount is the portion of the bid price, which is subject to adjustment. In this contract, the adjustable amount is 85% of the original bid price. For example, if the bid price is R1000, then only R850 will be subject to adjustment.

Fixed portion: VPt

f) The fixed portion represents those costs that will not change over the adjustment period and DOES NOT represent the profit margin. In this bid, the fixed portion is 15% of the original bid price. Using the same example as above, it would amount to R150 which will remain fixed over the contract period.

Cost components and proportions: D1

g) The cost components of the Contract price usually constitute the cost of materials (raw material or finished product), cost of direct labour, cost of transport and those other costs that are inclined to change. The proportions are the contribution to the contract price of each of these cost components. In this bid, the Consumer Price Index (CPI) Statistical release P0141 will be used to adjust the price adjustments.

Cost Component	% Contribution
D1 – Consumer Price Index	100% of 85%
TOTAL (Cost components must add up to 100%)	100 %

Applicable indices / references:

h) The applicable index refers to the relevant market index, which is a true reflection of price movement(s) in the cost over time. In this bid the following indices or reference will be applicable:

Cost component	Index Publication	Index Reference
D1- Consumer Price Index	Stats SA, Statistical Release P0141	P0141

Base Index Date

i) The base index date applicable to the formula is defined as the date of advertisement of the bid. The P0141 Stats SA Statistical release in the month of the tender will be used as the base index. If a Stats SA Statistical release P0141 is not published in the month in which the tender is advertised, the first Statistical Release P0141 in the month immediately prior to the month of the tender being advertised shall be used.

End Index Date

j) The end index dates are the dates at predetermined points in time during the Contract period. In this bid the end indices are the indices published in the month immediately following the annual anniversary of the month in which the tender is advertised. In other words, months 13, 26, 39 etc.

Price Adjustment Periods

k) Adjustment to contract prices will be applied for on an annual basis

Additional Notes to Pricing:

- a) Respondents are to note that if the price offered by the highest scoring bidder is not market-related, Transnet may not award the contract to that Respondent. Transnet may-
 - (i) negotiate a market-related price with the Respondent scoring the highest points or cancel the RFP;
 - (ii) if that Respondent does not agree to a market-related price, negotiate a market-related price with the Respondent scoring the second highest points or cancel the RFP;

(iii) if the Respondent scoring the second highest points does not agree to a market-related price, negotiate a market-related price with the Respondent scoring the third highest points or cancel the RFP.

If a market-related price is not agreed with the Respondent scoring the third highest points, Transnet must cancel the RFP.

- b) Prices must be quoted in South African Rand inclusive of VAT.
- c) Any disbursement not specifically priced for will not be considered/accepted by Transnet.
- d) To facilitate like-for-like comparison bidders must submit pricing strictly in accordance with this pricing schedule and not utilise a different format. Deviation from this pricing schedule could result in a bid being declared non-responsive.
- e) Quantities given are estimates only. Any orders resulting from this RFP will be on an "as and when required" basis.
- f) Please note that should you have offered a discounted price(s), Transnet will only consider such price discount(s) in the final evaluation stage if offered on an unconditional basis.

APPENDIX 2: AERIAL VIEW OF TNPA PORT OF PE WASTE SITES, EXTRACTED FROM PORT OF PE WASTE MANAGEMENT PLAN

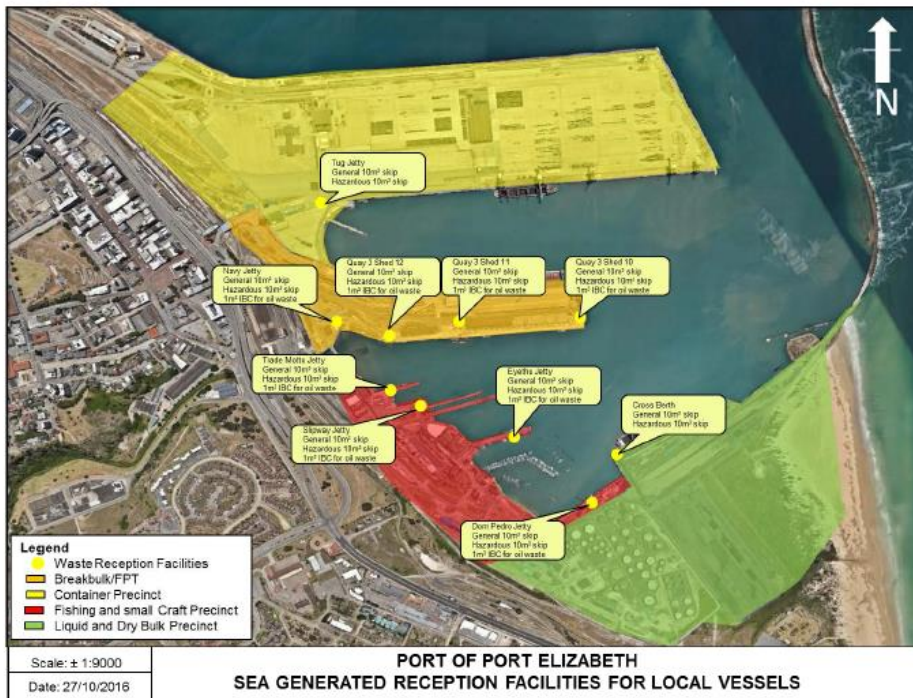


Figure 2-3: Location of Waste Reception/Transfer Facilities provided by the Environmental Department for Vessels Registered in the Port (Local)

Note: Please also refer to the Pricing Schedule for the waste sites

APPENDIX 3: MANAGEMENT OF THE PORT OF PORT ELIZABETH'S GENERAL WASTE AND HAZARDOUS WASTE

PLEASE COMPLETE APPENDIX 3 AND PROVIDE PROOF /SUPPORTING DOCUMENTS

DATA SHEET

<u>QUESTIONS</u>	<u>DETAILS (IF APPLICABLE)</u>	<u>RESPONSE</u>		<u>IS PROOF THEREOF ATTACHED?</u>	
		<u>YES</u>	<u>NO</u>	<u>YES</u>	<u>NO</u>
1. Name/Address of the site where the waste will be disposed of. Note the site where the waste will be disposed of must be in Port Elizabeth / Nelson Mandela Bay Metro.	General Waste Site Name:..... Address:.....				
	Hazardous Waste Site Name:..... Address:.....				

<p>2. Permit number and registration status of the site. Note the site where the waste will be disposed of must be in Port Elizabeth / Nelson Mandela Bay Metro.</p>	<p>General Waste Site</p> <p>Permit Number:.....</p> <p>Registration status of site (Valid / Invalid)</p> <p>Please provide a copy of the valid permit.</p>				
<p>3. Is the owner/operator of the disposal site contractually committed to accepting your waste? Please furnish a copy of the written Agreement /Letter to TNPA. The Agreement / Letter must be signed by both parties i.e. the owner/operator of the landfill site and the bidder.</p>	<p>Hazardous Waste Site</p> <p>Permit Number:.....</p> <p>Registration status of site (Valid / Invalid)</p> <p>Please provide a copy of the valid permit.</p>				
	<p>Please provide a Service Provider-Disposal Site Owner/Operator Written Agreement / Letter. The Agreement / Letter must be signed by both parties i.e. the owner/operator of the landfill site and the bidder.</p> <p>.....</p> <p>.....</p> <p>.....</p>				

<p>4. Has the owner/operator of the disposal site been made fully aware of the nature and quantity of waste which will be disposed of under this Contract? Please furnish a copy of the written Agreement to TNPA.</p> <p>The Agreement / Letter must be signed by both parties i.e. the owner/operator of the landfill site and the bidder.</p>	<p>Please provide TNPA Waste Quantities_ Service Provider-Disposal Site Owner/Operator Written Agreement / Letter.</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>				
<p>5. Service Provider Registration, Permits and Memberships:</p> <p>Provide copies of the following documentation:</p> <p>a. Proof of registration with the Nelson Mandela Bay Municipality as a Waste Transporter. The Waste Transporter Authorization must be for the waste that will be managed as part of this contract and this authorization must be valid.</p> <p>b. Waste Management Licenses /permits for all facilities involved in the storage, transfer, recycling, recovery, treatment or disposal of wastes as may be required in terms of Schedule 1 of the National Environment Management Waste</p>	<p>a. Permit / License Number:</p> <p>.....</p> <p>.....</p> <p>Registration status of site (Valid / Invalid)</p> <p>Please provide a copy of the valid permit license.</p> <p>b. Permit / License Number:</p> <p>.....</p> <p>Registration status of site (Valid / Invalid)</p> <p>Please provide a copy of the valid permit license.</p>				

<p>Act (Act 59 of 2008). This authorization must be valid. Note: Facilities must be in Port Elizabeth / Nelson Mandela Bay Metro.</p> <p>c. Proof of membership with a Waste Management Institution. This membership must be valid.</p> <p>d. Proof of ISO14001 Certification</p> <p>e. Proof of Company Registration as an Operator as provided for in the National Road Traffic Act. Please furnish proof of valid Registration to TNPA for your drivers and vehicles as required to ensure proper licensing to carry dangerous goods.</p> <p>f. SAWIC/SAWIS Registration</p>	<p>c. Membership status of site (Valid / Invalid)</p> <p>.....</p> <p>Please provide proof of valid membership.</p> <p>d.</p> <p>Please provide proof of a valid ISO14001 certification.</p> <p>e.</p> <p>Please provide proof of a valid registration as an operator, licensing for drivers and vehicles to carry dangerous goods.</p> <p>f.</p> <p>Please provide proof of SAWIC/SAWIS Registration</p>				
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<p>g. Service Provider Letter of Good Standing that is relevant to the scope of work. The Letter of Good Standing must be valid.</p>	<p>g. Please provide a copy of a valid Letter of Good Standing</p>				
<p>6. Attach the following with the tender submission/proposal:</p> <p>a. Valid Tax Clearance Certificate</p> <p>b. Valid BBBEE Certificate</p> <p>c. Valid Company Registration</p>	<p>a.....</p> <p>b.....</p> <p>c.....</p>				
<p>7. Are you adequately insured for any damage to third parties, human health or the environment which may be caused during the handling, transportation and disposal of the waste / as part of this contract?</p>	<p>Provide proof of Third Parties Insurance.....</p> <p>Provide proof of Public Liability Insurance.....</p> <p>Contractors Property Insurance.....</p> <p>Any other insurance (if applicable)</p>				

<p>8. Number of resources which will/can be made available for use in this Contract. Attach proof</p>	<p>Resource Plan:</p> <p>Vehicles suitable for waste services stipulated in the specification</p> <p>.....</p> <p>Suitably Qualified Personnel.....</p> <p>Premises.....</p> <p>Waste Skips.....</p> <p>Oily Waste Containers.....</p> <p>Drip Trays.....</p> <p>Spill Kits.....</p>				
<p>9. Are your earmarked personnel for this Contract in possession of appropriate training? Provide proof.</p>	<p>1X Site Supervisor Accredited Waste Management Training & Emergency Training (e.g. Spill Response Training) Records:</p> <p>.....</p> <p>4 X Green Guards Accredited Waste Management Training & Emergency Training (e.g. Spill Response Training) Records:</p> <p>Green Guard 1 Training Records:.....</p> <p>Green Guard 2 Training Records:.....</p> <p>Green Guard 3 Training Records:.....</p> <p>Green Guard 4 Training Records:.....</p> <p>Please provide proof of accredited waste management and emergency training for the Site Supervisor and 4 Green Guards.</p>				

<p>10. From the date of notification of award of the Contract, what period is required (in days) to provide all the waste containers on site?</p>	<p>Days to provide all the waste containers on site</p> <p>Note: 30days from the date of award / appointment is the minimum timeframe required by TNPA.</p>				
<p>11. Ability to provide an emergency service if requested.</p>	<p>Ability to provide an emergency service if requested to do so Yes / No</p>				
<p>12. Turnaround/Collection time for bookings logged with Service Provider Head Office / Logistics / Transpiration Department.</p>	<p>.....</p> <p>Note: 24-hour service is the minimum required by TNPA.</p>				
<p>13. Ability to comply with all Environmental, Occupational Health and Safety requirements: i.e.: PPE, Risk Assessment, SHE File.</p>	<p>The Service Provider is required to submit a signed SHE File Commitment Statement which serves as an undertaking that the Service Provider agrees to comply with, SHE requirements and to submit the SHE File that will be reviewed and approved by TNPA. The Service Provider is required to submit a Risk Assessment aligned to the scope of work.</p> <p>Signed SHE File Commitment Submitted-----</p> <p>Signed Commitment Statement to provide the required PPE for employees submitted: -----</p> <p>Risk Assessment submitted -----</p>				
<p>14. Availability of an Operations and Maintenance Manual:</p>	<p>Service Provider Operations and Maintenance Manual to ensure seamless waste management service provision:</p> <p>Overall Waste Management Process Flow:</p>				

<p>15. Are you able to provide extra skips/staff members/ vehicles as and when a need arises?</p>	<p>Number of Extra Skips:</p> <p>Number of Extra Staff Members:</p> <p>Number of Extra Vehicles:.....</p> <p>Number of Extra Oily Waste Containers:.....</p> <p>Number of Extra Drip Trays:</p> <p>This is to ensure the sites are not left without waste skips when a skip is being taken for disposal, gone for offsite cleaning, being fixed or when a need arises. This is also to ensure there are trained staff members that can provide a service when a staff member/ s is /are e.g. on leave. This is to also ensure there are extra vehicles to provide a continuous waste management service.</p>				
<p>16. How would you assist TNPA in increasing awareness on management of general and hazardous waste?</p>	<p>Provide specific waste management awareness initiatives.</p> <p>Waste Management Awareness Initiatives:</p> <p>Frequency: Monthly</p> <p>Stakeholder: Port Users</p>				

<p>17. How will you ensure recycling /waste minimization within the port takes place as part of this contract? Note: The Service Provider will be required to roll-out a recycling / waste minimization programme and will be expected to start the recycling / waste minimization programme by focusing on oily waste, plastic and paper on Year 1 thereafter incrementally expand the recycling / waste minimization programme from Year 2 to Year 3 to include additional waste streams.</p>	<p>Waste Minimisation / Recycling Initiatives To Be Rolled Out:</p> <ul style="list-style-type: none"> • Year 1 General Waste Recycling Initiatives: Note: Plastic and paper recycling must be covered under general waste recycling in Year 1. • Year 1 Hazardous Waste Recycling Initiatives: Note: Oily waste recycling must be covered under hazardous waste recycling in Year 1. • Year 2 - Year 3 Recycling / Waste Minimization Programme: Note: Recycling / waste minimization programme from year 2 to year 3 must include additional waste streams. <p>Note: The Service Provider will be required to provide detailed monthly reports for the Recycling / Waste Minimization Programme to demonstrate recycling targets achieved and where there are challenges, institute measures to ensure the success of the recycling / waste minimization programme.</p>				
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APPENDIX 4:

CONTRACTOR MANAGEMENT SHE DOCUMENTATION

- Please refer to the EMP Template and submit as part of the SHE File returnable documents
- Please refer to the Contractor Compliance File Assessment Checklist and submit as part of the SHE File returnable documents
- The Contractor is required to develop a COVID 19 Safe Operating Procedure and Risk Assessment
- The Contractor needs to ensure a registered Occupational Health & Safety Doctor is used for the medicals.
- The Contractor needs to ensure that the nature of business on the Letter of Good Standing is aligned to the services to be rendered

Abbreviations

- | | |
|----------|---|
| 1. SHE: | Safety, Health and Environment |
| 2. OEMP: | Operational Environmental Management Plan |
| 3. EMP: | Environmental Management Plan |
| 4. OHS: | Occupational Health and Safety |

Note:

- The Contractor may only commence with work on site after all the above requirements have been met and employees have attended TNPA SHE induction.
- The documentation received by the SHE Department from the contractor must be kept on the Contract SHE File.

DOCUMENT APPROVAL / SIGN-OFF

DOCUMENT APPROVAL	NAME	POSITION	SIGNATURE & DATE
COMPILED BY	Ms. Nelisa Ndulama	Assistant Environmental Manager, Port of PE	
APPROVED BY	Ms. Zimasa Sani	Acting SHEQ Manager : NMB Ports	