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|  | <b>Scope of Work</b> | <b>Generation: JET Office</b> |
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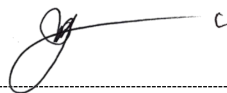
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## **1. Introduction**

Komati Power Station is situated in Mpumalanga, 40km south of Middelburg along the R35 Bethal Road. Komati Power Station has been decommissioned and has undertaken to Repurpose and Repower the station towards the Production of Renewable Energy, as well as uplift the community.

South Africa's Just Energy Transition (JET) strategy is aimed at supporting the decarbonisation of the minerals and energy sectors in a socially responsible manner while contributing to the economic development of the country. Komati Power Station and Repowering and Repurposing efforts have been identified at the site to realise this.

Eskom Generation (Gx) Division has identified Personal Protective Equipment (PPE) as an opportunity for promoting job creation in the Komati Power Station community.

To sustainably and cost efficiently realise this opportunity, Eskom Gx will consolidate its PPE procurement spend with a centralised PPE Distribution Facility at Komati Power Station and will financially support the establishment of the Facility. As various power station contracts for PPE end, the PPE requirements for the relevant power stations will then be sourced from the Komati PPE Distribution Facility. It is also expected that Eskom Rotek Industries (ERI) will source their PPE from the Facility. Furthermore, all ad hoc PPE procurement from Gx power stations and ERI that does not form part of a pre-existing PPE supply contract will be sourced from the Facility.

This project aligns with Eskom's cost containment strategy and Just Energy Transition strategy. Specifically, it is designed to achieve several key outcomes:

- a. Improve cost efficiency by consolidating the procurement of PPE.
- b. Improve cost efficiency by introducing advanced digital control measures in PPE stocking and issuing.
- c. Create jobs within the Komati community.

### **1.1 Scope**

#### **1.1.1 Purpose**

The purpose of this document is to outline the scope of work required to establish the PPE Distribution Facility and ensure the efficient supply of required PPE to Gx power stations and ERI for a five (5) year term.

#### **1.1.2 Applicability**

This document shall apply to Komati Power Station, as the location of the PPE Distribution Centre, as well as Gx Division at head-office and power station level, and for ERI.

#### **1.1.3 Effective date**

The effective date will be from the authorisation date.

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## 1.2 Normative/Informative References

### 1.2.1 Normative

- [1] ISO 9001 Quality Management Systems
- [2] 240-44175132 Eskom Personal Protective Equipment (PPE) standard

### 1.2.2 Informative

N/A

## 1.3 Definitions

N/A

## 1.4 Abbreviations

| Abbreviation | Explanation                           |
|--------------|---------------------------------------|
| ERI          | Eskom Rotek Industries                |
| Gx           | Generation                            |
| ISO          | International Standards Organisation  |
| N/A          | Not Applicable                        |
| PPE          | Personal Protective Equipment         |
| QCP          | Quality Control Plan                  |
| QIP          | Quality Inspection Plan               |
| SANS         | South African National Standards      |
| SHE(Q)       | Safety, Health, Environment (Quality) |

## 1.5 Roles and Responsibilities

### 1.5.1 Employer representative

- Responsible for coordinating the establishment of the Facility with the supplier, inclusive of acquiring all necessary equipment, furniture, IT hardware and vehicles.
- Responsible for coordinating API integration of the Vendor Managed Inventory (VMI) system with Eskom's SAP ERP software system, inclusive of establishing related protocols and onboarding of Eskom personnel at head office and PPE issuing points.
- Responsible for contract management, liaison with the supplier and supervision of the Facility establishment and operationalisation of the VMI system.

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### 1.5.2 Principal Contractor

As per OHS Act (85/1993) executes scope of work issued by the Employer.

### 1.5.3 Komati Safety Risk Management

Ensures safety legislation and standards are adhered to, and that safety practices are always implemented during execution of facility establishment.

### 1.6 Process for Monitoring

The tender committee will adjudicate the tender evaluation and contract appointment.

The Contractor will compile a QCP, which will ensure the works are executed within the relevant technical, and SHEQ requirements, as well as specified duration including a program/Gantt chart.

### 1.7 Related/Supporting Documents

285-169512 OHS requirements for Komati PPE Distribution facility

## 2. Constraints

### 2.1 General Constraints

- a) A compulsory site tender briefing session/scope clarification meeting to be conducted and if the Tenderer/Contractor does not attend or send a technical representative to the meeting, that Tenderer/ Contractor **will be disqualified**.
- b) All technical queries to be directed to Project Lead.
- c) Contractor to provide returnable schedules in accordance with the technical evaluation strategy issued by the Employer.
- d) All services, works and acquisition of materials, goods and assets are to be executed in accordance with standards referenced.
- e) Deliverables/objectives of this works includes but not limited to:
  - i. Submit detailed method statement and material and/or equipment and machinery data sheet for Employer to approve before commencement of the works.
  - ii. Submit detailed programme/plan including breakdown of tasks to be executed, date of completion for each task and amount of time needed to complete task for Employer to approve before commencement of the works.
  - iii. Submit detailed QCP, which ties in with the submitted method statement, signatories to be Contractor, Eskom Senior Technician.
  - iv. Conduct all necessary site investigation and assessments to enable effective execution of the scope of work.

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- v. Execute scope of work for the Establishment of the PPE Distribution Facility, VMI system operationalisation and support.
- vi. Provision of the required PPE.
- vii. Management of the PPE Distribution Facility.
- viii. Comply to all SHEQ requirements by ensuring safety of plant and personnel.
- ix. Contractor will be liable to account for any costs related to damages or theft of his/her stock, vehicles, IT hardware, furniture and equipment.

## **2.2 Site Constraints**

- i. Contractor to provide all machinery, equipment, plant, materials, and skilled labour to execute the required works and services.
- ii. Contractor to provide and install necessary mechanism/s and/or equipment to execute the works and services safely.
- iii. All SHEQ laws and regulations are to be adhered to during the execution of works and services.
- iv. The establishment will be inside the Eskom Power Station premises and within the National Key Point regulated area.

## **3. Site Description**

- a. The site for the proposed PPE Distribution Facility is at Komati Power Station, located within a portion of the Stores building, referred to as the "Critical Spares section of Stores".
- b. This Critical Spares section comprises ~750 sqm of warehousing space, plus a Male and Female bathroom, plus an office of ~36 sqm, with a small adjacent kitchen.
- c. There is a lockable door to the main section of Stores, and two roller doors that open to the East and West, respectively, directly to the rear access road within the Komati Power Station.

## **4. Scope of Work**

The Komati Power Station site preparation and setup will comprise of:

### **A. Establishment of the PPE Distribution Facility.**

- a. Purchase and installation of racking and shelving at central PPE distribution facility.
- b. Purchase and install security equipment (if supplier deems necessary).
- c. Purchase and supply of two-tonne trucks (minimum of one, maximum of three vehicles).
- d. Purchase and supply of embroidery machine and Direct to Fabric printing machine.
- e. Purchase and installation of desks, chairs, cabinets, tables for personnel at central PPE distribution facility, as required.

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- f. Purchase and installation of necessary IT hardware at the central PPE distribution facility, to manage stocking, ordering and dispatching to PPE issuing points.
- g. Training of VMI system end-users, and users of embroidery/printing machines, at the central PPE distribution facility.
- h. Hire personnel to manage the central PPE distribution facility, the logistics to and from the facility, and provide comprehensive management and technical support and oversight from head office for the duration of the contract.

#### **B. Installation and operationalisation of the VMI system.**

- a. Purchase and installation of Vendor Managed Inventory (VMI) system.
- b. Set up PPE issuing rules for each job group/role on VMI system at Division level.
- c. API integration of the VMI system with Eskom's SAP system.
- d. Purchase and installation of VMI system software and enabling IT hardware at each issuing point. Hardware includes controller and card reader for employee card identification, and receipt printer for paper requisitions.
- e. Training of VMI system end-users at the Division level and issuing point level.

The proposed VMI system should meet the following minimum standard:

##### **1. System certification and access control:**

- For all application systems, A valid ISO27001 certificate is required for the supplier of the application system, where such certification necessarily includes the relevant software product.
- The system should be able to employ role-base access control (RBAC).

##### **2. Data security, audit and activity logging:**

- Data at rest to be encrypted using at minimum (AES-256), and in transit or in motion using TLS 1.3, or later versions.
- Audit trails, logs, user administration and user activity logs shall be enabled, encrypted, and securely kept with limited access to administrators.
- Sensitive information such as personal identifiable information (PII) data in Sandbox/development environment (DEV) shall be masked.

##### **3. Procedures for data back-ups, synchronisation/ replication, recovery and restoration:**

- Incremental daily back-ups shall be done, encrypted, and securely kept offsite.
- Real-time data synchronization or data replication to a secondary or disaster recovery (DR) site, located in different regions shall be employed.
- Disaster Recovery Plan (DRP) shall be defined annually tested and such DRP test results shall be shared with the Eskom Cyber Security team.
- Backup Restore Plan and Procedure shall be defined, annually tested and such test results shall be shared with the Eskom Cyber Security team.

##### **4. Software update processes:**

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- Patch Management Process shall be defined. The software updates and patches shall be tested on Sandbox or Development (Dev) environment before being deployed into production (PROD) environment.

#### 5. Security testing procedures:

- The Static Application Security Test (SAST), Dynamic Application Security Test (DAST) and penetration test shall be conducted prior deploying the system into production environment, all critical, high, and medium vulnerabilities shall be addressed prior deploying production environment, and the summary of the test results shall be submitted to the Eskom Cybersecurity team for review and acceptance.
- C. Supply all PPE items to Eskom Generation (Gx) and Eskom Rotek Industries (ERI) personnel, as required, per specification, for the duration of the contract.
- D. Ongoing management, support and maintenance to deliver the service and the required PPE items.

## 5. Labour, Materials and Machine/Equipment

The Contractor shall be responsible for the supply and delivery of all materials, equipment, vehicles, IT hardware & software, furniture, labour, and specialist skills necessary to execute the required service and deliver the required goods. All equipment, vehicles and IT hardware must be in working order. The Contractor will:

- a. Provide comprehensive management and technical support and oversight from head office for the duration of the contract.
- b. Provide end-to-end management of all human resources associated with the contract.
- c. Provide all ongoing maintenance and care of the VMI system and all assets acquired under this contract, and insurance for theft and damage, for the duration of the contract.

Contractor to ensure that faulty or damaged equipment at the Facility or the PPE issuing points will be replaced or scheduled for maintenance/servicing and ensure no delays due to their unavailability.

## 6. Configuration Management

All documents supplied by the Contractor shall be subject to Eskom's approval. The language of all documentation shall be in English.

All project documents must be submitted to the Employer's Representative with transmittal note. The Contractor is required to submit documents as electronic and hard copies, and both copies must be delivered to the Eskom Representative with a transmittal note.

## 7. Document returnables

The contractor shall produce and submit a project plan, project quality plan, organogram, detailed method statement, QCP, safety file for approval prior to the commencement of work. The Contractor to conduct induction and medicals prior to commencement of work.

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## 8. Acceptance

This document has been seen and accepted by:

| Name              | Designation         |
|-------------------|---------------------|
| Paul Jackson      | External Consultant |
| Sandile Thabethe  | Project Manager     |
| Phumlani Ndwandwe | Middle Manager      |

## 9. Revisions

| Date          | Rev. | Compiler           | Remarks                                       |
|---------------|------|--------------------|---|
| 21 April 2026 | 1    | Anari Van Greuning | Revised after review prior to tender re-issue |

## 10. Development Team

The following people were involved in the development of this document:

- Sandile Thabethe
- Paul Jackson

## 11. Acknowledgements

N/A

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