



Transnet SOC Limited  
Transnet RME

REQUEST FOR QUOTATION

BOARD LIST TFR RME  
TRANSNET FREIGHT RAIL - RME  
PROCUREMENT DEPARTMENT  
2000

Registration Number: 1990/000900/06  
Vat Number : 4720103177

**Attention:**  
  
Telephone Number :  
Fax Number :  
Vendor Number :2004815

**Quotation Deadline Date : 07.03.2014**  
**Quotation Deadline Time : 16H00**

**REQUEST for QUOTATION**  
Transnet RME  
**RFQ Number / Date**  
6000189791 / 24.02.2014  
**Contact Person / Telephone**  
Janet Elizabeth Ko / 031 361 1252  
**Return to VAX Number/EMAIL**  
0318300001 / TCPtendersDurban@Transnet.net

| Item  | Material | Description             | RFQ Qty | UoM | Required Del date | Confirm Del date | Unit Price Excl | Total Price Excl |
|---|----------|-------------------------|---------|-----|-------------------|------------------|-----------------|------------------|
| 00010   | 20000469 | BOOK PREPRINTED;TRANSNE | 500     | ea  | 14.03.2014        |                  |                 |                  |
| BOOK, PREPRINTED<br>TITLE TRANSNET PROCEDURES<br>AUTHOR TRANSNET<br>TYPE SITE DIARIES<br>LANGUAGE ENGLISH |          |                         |         |     |                   |                  |                 |                  |

Sample attached.  
Successful Supplier to provide a Sample at own cost also Subject to the approval of the Sample by the Store Manager.  
Delivery price should be inclusive

CONTACT PERSON: KENNY ARMASTRONG ON 083 455 6367

Transnet Limited t/a Transnet Freight Rail RME Durban, hereby invite your company to supply a separate detailed quotation to supply the following goods or services required:



Transnet SOC Limited  
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 TRANSNET FREIGHT RAIL - RME  
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 2000  
 YOUR VAT NUMBER WITH US: NOT

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|------|----------|-------------|---------|-----|-------------------|------------------|-----------------|------------------|

Supply and delivery of Printware material to 85 Eel Road, Durban

All procurement relating queries can be addressed to:  
 Ms.Janet Koekemoer 031 361 1252

The closing time for receipt of your official quotations is  
 16:00hrs on Monday, 25 November 2013.  
 Telephonic and late quotes will not be accepted.  
 All quotations should be submitted in our tender box or alternatively  
 or e-mail to TCPtendersDurban@transnet.net.

Please supply the following documents with every quotation submitted;  
 Valid Tax Clearance certificate.  
 Copy of your latest B.B.B.E.E. Certificate.  
 Certificate of good standing with the Workman's compensation  
 commissioner.  
 Failing to submit any of the documents mentioned above, could result in  
 your quotation to be disqualified / not accepted.  
 Note: Transnet may not necessarily accept the lowest or any other offer  
 and reserves the right to select in its favor any or, a portion of any  
 offer made

If you are unable to quote for this enquiry, please submit a NO QUOTE



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|------|----------|-------------|---------|-----|-------------------|------------------|-----------------|------------------|

with a short reason, if possible, for not being able to quote.  
 Otherwise we look forward to receive your quote by the date and time stated.

Please deliver to:

Transnet Capital Projects  
 KZN  
 85 Eel Road  
 Bayhead, Durban  
 4001

|       |          |                        |    |    |            |  |  |  |
|-------|----------|------------------------|----|----|------------|--|--|--|
| 00020 | 20000711 | BOOK RECORD;TIME,A4,PG | 40 | ea | 14.03.2014 |  |  |  |
|-------|----------|------------------------|----|----|------------|--|--|--|

BOOK, RECORD  
 TYPE TIME  
 LEGEND TYPE TRANSNET FREIGHT RAIL-RME  
 SIZE DESIGNATOR A4  
 PAGE QUANTITY 100  
 COVER TYPE CARDBOARD, HARD  
 SPECIAL FEATURES PRE NUMBERED, PRINTED IN BLACK, 2 PART



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Sample attached.Succesful Supplier to provide a Sample at own cost also Subject to the approval of the Sample by the Store Manager.

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|       |          |                         |    |    |            |  |  |  |
|-------|----------|-------------------------|----|----|------------|--|--|--|
| 00030 | 20000473 | BOOK PREPRINTED;PROCEDU | 25 | ea | 14.03.2014 |  |  |  |
|-------|----------|-------------------------|----|----|------------|--|--|--|

BOOK, PREPRINTED  
 TITLE PROCEDURES  
 AUTHOR TRANSNET FREIGHT RAIL (RME)  
 TYPE SITE INSTRUCTION  
 LANGUAGE ENGLISH  
 TRIPLICATE; SELF CARBONISED

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|------|----------|-------------|---------|-----|-------------------|------------------|-----------------|------------------|

Please deliver to:

TFR RME Durban  
 KZN  
 85 Eel Road  
 Bayhead, Durban  
 4001

|       |          |                         |     |    |            |  |  |  |
|-------|----------|-------------------------|-----|----|------------|--|--|--|
| 00040 | 20000470 | BOOK PREPRINTED;TRIP LO | 350 | ea | 14.03.2014 |  |  |  |
|-------|----------|-------------------------|-----|----|------------|--|--|--|

BOOK, PREPRINTED  
 TITLE TRIP LOG  
 AUTHOR TRANSNET  
 TYPE VEHICLE LOG SHEET  
 LANGUAGE ENGLISH

Sample attached.Sucesful Supplier to provide a Sample at own cost also Subject to the approval of the Sample by the Store Manager.

Please deliver to:



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 85 Eel Road  
 Bayhead, Durban  
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"PREVIEW COPY"



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**Delivery Address**

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 Bayhead, Durban  
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This RFQ is subject to the following conditions:

1. Price/s : The price/s quoted in SA currency and is excluding of V.A.T
2. Delivery : The price/s quoted should include delivery cost to the delivery address stated on the RFQ
3. Returnables : A valid tax clearance certificate and BBBEE certificate from a SANAS accredited verification agency attached to quotation for all quotes above R30 000.  
Please note that only the official Transnet RFQ will be accepted and all other correspondence to be attached to the original
4. Safety : To confirm to Transnet Capital Projects Health & Safety plan and specification; HAS-std-0001, copy available on request.
5. Confirmation: To confirm your participation in this tender process please sign and return this document as immediate effect prior to the quotation deadline.
6. Negotiations: The Employer may elect to negotiate the final terms of the contract/order with the preferred tenderer in accordance with Clauses F.2.17 and F.3.13 of the CIDB Standard Conditions of Tender. A copy of which is available upon request.

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

REQ: 10375680

TRANSNET

**TRANSNET FREIGHT RAIL - RME  
SITE DIARY**

Project No.

Date.

|     |      |     |      |     |     |     |
|-----|------|-----|------|-----|-----|-----|
| MON | TUES | WED | THUR | FRI | SAT | SUN |
|-----|------|-----|------|-----|-----|-----|

Day No.

Site Location:

|                     |         |                |              |              |             |                  |          |          |          |                   |        |
|---------------------|---------|----------------|--------------|--------------|-------------|------------------|----------|----------|----------|-------------------|--------|
| Project Description |         | Very cold <10° | Cold 10°-15° | Fair 15°-20° | Hot 20°-25° | Very Hot 20°-25° | Sunshine | Overcast | Rain min | Very strong winds | Storms |
| Weather             | Morning | Very cold <10° | Cold 10°-15° | Fair 15°-20° | Hot 20°-25° | Very Hot 20°-25° | Sunshine | Overcast | Rain min | Very strong winds | Storms |
|                     | Noon    | Very cold <10° | Cold 10°-15° | Fair 15°-20° | Hot 20°-25° | Very Hot 20°-25° | Sunshine | Overcast | Rain min | Very strong winds | Storms |

| STAFF ON SITE (including temp employees) | NUMBER OF CASUAL PERM. | VEHICLES AND PLANT ON SITE | NUMBER | KM DISTANCE |
|--|------------------------|----------------------------|--------|-------------|
| Site / Contract Manager                  |                        | Car / Panel Van            |        |             |
| Site Agent / Eng. Technician             |                        | LDV / Bakkie               |        |             |
| Technical Supervisor / Site Foreman      |                        | Flat bed Truck < 6.5 ton   |        |             |
| Electrician                              |                        | Flat bed Truck > 6.5 ton   |        |             |
| Artisan / Trade hand 4                   |                        | Crane truck > 6.6 ton      |        |             |
| Trade Hand / Process Worker / Installer  |                        | Compressor & equipment     |        |             |
| General Worker / Casual Workers          |                        | Lighting Plant             |        |             |
| Crane / Truck Driver                     |                        | Rail Crane                 |        |             |
| Flagman                                  |                        | Road on rail Vehicle       |        |             |
| Site Clerk / Site Recorder               |                        |                            |        |             |
| Watchman                                 |                        |                            |        |             |

**OTHER STAFF / EQUIPMENT ON SITE**

Specify

| SITE WORKING HOURS | NORMAL   | From  | To    |
|--------------------|----------|-------|-------|
|                    | OVERTIME | 07:00 | 16:00 |

|  |                   |                                     |             |
|--|-------------------|-------------------------------------|-------------|
| Occupation notice number.                    | Notice times from | to                                  | Line number |
| Time report to CTC:                          | Time:             | Person                              |             |
| Works area reported to CTC for today:        |                   |                                     |             |
| Planned work reported to CTC                 |                   |                                     |             |
| Works train used today?                      | YES NO            | TRAIN NUMBER                        |             |
| Time Report to Control to take works permit: |                   | Time Cancellation Started           |             |
| Time Permit granted by Control:              |                   | Time Permit cancelled & line return |             |
| Time Switching completed:                    |                   | Permit number                       |             |

**DESCRIPTION OF SITE ACTIVITIES / PROGRESS (Quantities, locations, lengths, etc.)**

REVIEW COPY ONLY

**SAFETY TALK:**

**PROBLEMS ENCOUNTERED / FORESEEN**

**MATERIAL RECEIVED**

|                    |     |    |
|--------------------|-----|----|
| DELAYS             | YES | NO |
| TIME LOST          | YES | NO |
| ABNORMAL INCIDENTS | YES | NO |

**INFORMATION REQUIRED / RECEIVED**

**COMMENTS BY PROJECT MANAGER / REPRESENTATIVE**

**VISITORS ON SITE**

CONTRACTOR:

ENGINEER:

DATE:

Item 00010 material No 20000469 Qty 500



REQ: 10375615

# TIME BOOK



|             |          |             |                     |           |
|-------------|----------|-------------|---------------------|-----------|
| Normal Time | OverTime | Sunday Time | Substance Allowance | Stand by  |
| Hours       | Hours    | Hours       | Allowance           | Allowance |

31

30

29

28

27

26

25

24

23

22

21

20

19

18

17

16

15

14

13

12

11

10

9

8

7

6

5

4

3

2

1

Signature:

Signature:

Signature:

Signature:

Signature:

Signature:

Signature:

Signature:

Signature:

Stationed at

Cost Centre:

Project Number:

Time for Month:

Normal time

OverTime/ Sunday Time

Substance allowance

Stand by allowance

D.S.T.I. in

D.S.T.I. out

Breath Analyser Test

Normal time

OverTime

Expenses

Stand by allowance

D.S.T.I. in

D.S.T.I. out

Breath Analyser Test

Normal time

OverTime

Expenses

Stand by allowance

D.S.T.I. in

D.S.T.I. out

Breath Analyser Test

Normal time

OverTime

Expenses

Stand by allowance

D.S.T.I. in

D.S.T.I. out

Breath Analyser Test

SAP Number

Initials and Surname

ID No:

Stand by allowance

D.S.T.I. in

D.S.T.I. out

Breath Analyser Test

Normal time

OverTime

Expenses

Stand by allowance

D.S.T.I. in

D.S.T.I. out

Breath Analyser Test

Normal time

OverTime

Expenses

Stand by allowance

D.S.T.I. in

D.S.T.I. out

Breath Analyser Test

Normal time

OverTime

Expenses

Stand by allowance

D.S.T.I. in

D.S.T.I. out

Breath Analyser Test

ID No:

Supervisor's Name:

Signature:

Safety Rep's Name:

Signature:

Qty 40

Item 00020 material No 00000711

Req: 10375611

**TRANSNET FREIGHT RAIL (RME)**

Registration Number 1990/000900/30

**TRANSNET**



**SITE INSTRUCTION**

Site Instruction No.:

Date issued:

Site:

Project/Contract Number:

Site Agent:

Date work is required to start:

Date work is required to be complete:

**METHOD OF PAYMENT**

|                         |                                |                                       |                             |                  |
|-------------------------|--------------------------------|---------------------------------------|-----------------------------|------------------|
| Submit a quotation only | Proceed and submit a quotation | Proceed at existing or approved rates | Proceed and record dayworks | No extra payment |
|-------------------------|--------------------------------|---------------------------------------|-----------------------------|------------------|

Instruction

Handwritten area with horizontal lines and a large red watermark: "PREVIEW COPY ONLY"

Instructed by:

Print name

Signature

Date

Received by:

Print name

Signature

Date

item 00030 - Material 00000473 city 25

Req: 103 7S610  
A No 32148

Ritlogstaat / Trip Log-book

TRANSNET



Ritlogstaatnummer  
Trip Log Sheet Number

|            |                  |                    |                |
|------------|------------------|--------------------|----------------|
| Department | Stasie of depot  | Toegeken aan       | Voertuignummer |
| Department | Station or depot | Allocated to       | Vehicle Number |
|            |                  | Fabrieksaal / Tipe |                |
|            |                  | Make / Type        |                |

| Datum | Bestemming | Reda vir gebruik | Magtigingsno. | Ritmeëtering / Trip Authority        |  | Tyd op bestemming aangekom | Name of Driver (printed) and telephone number | Date |
|-------|------------|------------------|---------------|--------------------------------------|--|----------------------------|---|------|
|       |            |                  |               | Afsandmeterlesing oorgebring forward | Endkometerlesing Closing kilometer reading |                            |   |      |
|       |            |                  |               | Ritstand                             | Tro distance                               | Vertrekyd                  | Time arrived at destination                   |      |
|       |            |                  |               |                                      | Verrekyd                                   | Time of departure          | Telephone number                              |      |
|       |            |                  |               |                                      |  |                            |   |      |
|       |            |                  |               |                                      |  |                            |   |      |
|       |            |                  |               |                                      |  |                            |   |      |
|       |            |                  |               |                                      |  |                            |   |      |
|       |            |                  |               |                                      |  |                            |   |      |
|       |            |                  |               |                                      |  |                            |   |      |
|       |            |                  |               |                                      |  |                            |   |      |
|       |            |                  |               |                                      |  |                            |   |      |
|       |            |                  |               |                                      |  |                            |   |      |
|       |            |                  |               |                                      |  |                            |   |      |
|       |            |                  |               |                                      |  |                            |   |      |
|       |            |                  |               |                                      |  |                            |   |      |
|       |            |                  |               |                                      |  |                            |   |      |
|       |            |                  |               |                                      |  |                            |   |      |
|       |            |                  |               |                                      |  |                            |   |      |
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|       |            |                  |               |                                      |  |                            |   |      |
|       |            |                  |               |                                      |  |                            |   |      |

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Opmerking: Brandstof ingeneem moet op die agterkant van hierdie bladsy aangeleë word.  
 Note: Fuel drawn must be entered on the back of this page.  
 Ek sertifiseer dat hierdie logstaat nagesien is:  
 Handtekening

37200575 : TRANSNET S3  
 SELFPRINT (011) 708-7861 1111 RF71937(M)

Item 00040 material No 20000470 gty 350