

Document Number	FTT	NAT	PRC	0031
Next Review Date	1 <sup>st</sup> May 2023			
Document Owner	National Procurement Manager			

# SUPPLY, REPAIR AND MODIFY TOOLING AND MACHINERY - SCOPE OF WORK

## 01 Describe the work to be performed

- Install, repair and maintain various tooling as per OEM specifications, including saws, grinder, lathes, vending machines, Hi-Torques
- Provide the following for each installation/repair: operator instructions and training manual, operations and maintenance manuals, electrical and hydraulic schematics, commissioning report/checklist
- All other requirements per the Principal Scope of Works

## 02 Extra requirements to the Pre-Qualification

- All testing and measuring devices used on site to be calibrated
- Have a policy/procedure for the damage of existing facilities
- All other requirements per the Principal Scope of Works

## 03 Other Scopes of Work required or relevant to this task

- Use of hand and power tools
- Use of mobile plant
- Use of hazardous substances

## 04 Policies, procedures and inductions that may be relevant to this Scope of Work

- As per the Principal Scope of Works

## 05 Describe who supplies the materials

- The decision as to who is providing hardware and materials is to be clarified at the time the purchase order is raised, between the contracting company and the requisitioner
- The contracting company is to provide all tools necessary to complete the works
- WesTrac may, at its discretion, provide consumables or tooling that it deems necessary to complete the task

## 06 Describe how the work will be measured

- The contracting company will be measured against safety, quality, velocity, cost and people-based metrics.
- The relevant WesTrac department will conduct reviews, feedback sessions and other performance management tools it deems necessary

## 07 Describe at what point will the work be accepted

- The contracting company is to provide WesTrac a Service Entry Sheet, maintenance report, commissioning report or similar outlining works and testing completed
- The completed works will be tested and verified complete by both the contracting company and WesTrac
- The services as requested in the purchase order will be deemed to be delivered by WesTrac
- Acceptance will also be in accordance with WesTrac's Terms & Conditions or Standing Offer
- Any large discrepancies in cost to be scrutinised between both parties