

FORM, TOOL, TEMPLATE			
FTT	NAT	PRC	0048
1 <sup>st</sup> May 2023			
National Procurement Manager			
	FTT 1 <sup>st</sup> May	FTT NAT  1 <sup>st</sup> May 2023	FTT NAT PRC 1 <sup>st</sup> May 2023

# COMMERCIAL VEHICLE REPAIRS AND ACCESSORIES -**SCOPE OF WORK**

### 01 Describe the work to be performed

- Repair and servicing to all automotive systems on commercial and light vehicles in accordance with OEM specifications
- Complete work to OEM Standard, using OEM components wherever possible
- Fitment of ADR approved accessories to commercial and light vehicles
- Have a relevant trade qualification for all employees who are completing repairs and fitments
- Provide Manuals, parts lists, designs and technical drawings for all aspects of systems installed
- All other requirements per the Principal Scope of Works

### **02** Extra requirements to the Pre-Qualification

As per the Principal Scope of Works

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

- Use of hand and power tools
- Mobile plant modification
- Use of hazardous substances
- Hot works

# 04 Inductions required & DMS policies and procedures required for 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

## 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

COMMERCIAL VEHICLE REPAIRS AND ACCESSORIES - SCOPE OF WORK Revision: 2.0

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