

Scope of Work

Supply of Electrical Maintenance Services

This contract is an **umbrella contract** for the provision of Electrical Services onsite, and upgrades during a three-year period, with no commitment to the volume and type of work to be provided.

Each piece of work to be executed under this contract will be by way of a “Work Request” that will contain the specific scope of services to be carried out, agreed project timing and pricing for each piece of work as requested, subject to the terms and conditions of this contract. The template of the Work Request to be used is contained below.

The nature of work to be carried out or to be done in terms of this agreement will include both preventative and corrective maintenance on the Low-Voltage (220V/400V) network, which currently consists of, but not limited to:

- 1.1 Administration buildings;
- 1.2 Outdoor lighting;
- 1.3 Auxiliary Supply & Equipment in substations and
- 1.4 Some limited preventative maintenance work on electrical equipment in the Plant.

Service provider will supply four employees on a permanent basis. This will include two skilled labourers and two semi-skilled labourers. This arrangement will minimise disruption in site electrical services, which is not practical to manage under the umbrella arrangement.

All other electrical work will be scoped on a piece-basis and allocated as job-packages. All packages will typically be prepared 14 days before work is scheduled to start.

The Service Provider will perform the services in accordance with the Work Request.

- 1.5 Each piece of work will commence on the commencement date, end on the completion date and will be conducted in accordance with the Scope of Work set out in the relevant Work Request as it may be amended from time to time by agreement in writing between the Company and the Service Provider. Each Work Request will have a defined number and will constitute a separate project under this agreement.
- 1.6 The Company may at any time during this agreement request the Service Provider to perform work, in which case the parties agree to negotiate in good faith for the completion and execution of a Work Request shown below.
- 1.7 For the avoidance of doubt, the parties acknowledge that this agreement does not oblige the Company to request the Service Provider to perform any work without the execution of a Work Request.
- 1.8 If there is any inconsistency between this agreement and the Work Request, the Work Request will prevail.
- 1.9 In consideration of the Service Provider performing work, the Company will pay the price in accordance with the rates as specified in this agreement.

C.2 Payment terms

C.2.1 Payment terms: 45 days after statement.

C.2.2 Rates are subject to 90 per cent Namibian Consumer Price Index (NCPI) annual escalation during the anniversary month of the contract.

C.2.4 Standing time beyond our control will be recorded and charged per hour as per rate sheet.

C.2.5 Daily diaries will be submitted detailing progress, standing time and delays.

C.2.6 Onsite client representative to have full commercial authority to sign off and approve day rate sheets and invoices for payment.

C.3 Contractual period

C.3.1 The contract is for a fixed period of three years.