

**CONTRACT MANAGEMENT PLAN**

SCM Reference Number	DIA 5781/2018/RFP
Contract Name	Maintenance of Airfield Ground Lighting at King Shaka - International Airport
Business Unit (ORTIA/CORP/CTIA/REG/KSIA)	KSIA
Division	IAM-ELECTRICALMAINTENANCE
Duration (in months)	5 YEARS
Contract Manager	KATLEGO MABUA
Contracts Consultant	Thandisa Majola

1. Non- Negotiable Clauses	
1. General	A: Priced contract with price list W1: Dispute resolution procedure X1: Price adjustment for inflation X2: Change in the law X17: Low service damages X18: Limitation of liability (as amended in Option Z) X19: Task order Z: Additional conditions of contract 11.2(15): The service information 3: Time



<b>2. Deliverables and Milestones (not the scope but what is expected from the Service Provider)</b>	
<b>Description</b>	<b>Benchmark</b>
Availability	All equipment that will be worked on during the planned outage shall be put back into service and available operation.
Closure duration	Bulk of the work will be carried out during the planned outage which is from the time the last flight land or departs. Planned work must be completed before operations start the next day
% of planned work completed per day	100% of all planned work shall be completed per day
<b>3. Penalties</b>	



Penalties will be as per the low service table:

Service Level	Service level failure	Damage
Response time	Consistent non-compliance to contracted response times on more than three occasions within a 30-day period or three occasions within a year	10% of monthly/equivalent monthly service fee for each non-compliance after the third offence until the specific service level is achieved.
Closure duration	Consistent non-compliance to contracted closure times on more than three occasions within a 30-day period or three occasions within a year	10% of monthly/equivalent monthly service fee for each non-compliance after the third offence until the specific service level is achieved.
Defect free period	Any corrective work resulting directly from defect workmanship will be the responsibility of the contractor. Where the contractor fails to correct the defect within 48 hours	ACSA reserves the right to use an alternative contractor, the cost of which will be withheld from outstanding invoice amounts
Safety and house keeping	Should the number of infringements exceed the benchmarked amount	R2,000.00 (two-thousand-rand) penalty will be retained from the following month's invoice. Should a specific individual be guilty of all the infringements, ACSA reserves the right to instruct the contractor to remove the individual from site.



**Performance Management**

Kindly note that this agreement will be subject to performance management which may necessitate the following:

1. Performance Management Review Meetings once every 3 (three) months from the Effective Date;
2. Performance Management Reviews on the template attached every 3 (three) months from the Effective Date;
3. Performance Management Reports prepared by the Contract Manager once every 3 (three) months;
4. Updated Statutory documents, once every year on the anniversary of the Effective Date.

Failure to maintain a positive performance levels as indicated through the above-mentioned processes may result in your contract being terminated and may have a negative impact on any future business with ACSA.

	Name:	Date:	Signature
SCM Specialist/Buyer/Senior Buyer	Lesego Pitse	30/05/2019	
Contract Manager	Katlego Mabua	04/05/2019	
Contract Consultant	Thandisa Magola	31/05/2019	