

# Expression of Interest Advert for the Supply and Maintenance of Vending Machines at Exxaro Belfast Coal Mine.

**EOI Reference Number: 361501**

## **Purpose**

To identify qualified and experienced service providers from the Emakhazeni Local Municipality area for the Supply and Maintenance of Vending Machines at Belfast Coal Mine.

## **Scope of Work**

Exxaro invites suitably qualified and experienced service providers to register their interest to participate in a Sourcing Event/RFQ, for the supply and maintenance of vending machines at Belfast Coal Mine.

The appointed service provider will be responsible for:

### **Installation and Setup:**

- Supply and install vending machines at designated sections within Belfast Coal Mine.
- Ensure installed equipment is user-friendly, energy-efficient, and supports cashless payments (e.g., card, mobile pay).
- Ensure all electrical installations comply with the **Mine Health and Safety Act**, the **Occupational Health and Safety Act**, and applicable South African National Standards (SANS)
- Provide a valid Electrical Certificate of Compliance (CoC) issued by a registered electrician prior to commissioning.

### **Availability:**

Provide a variety of snacks and beverages, including:

- Nutritious snack options (low-sugar, low-fat, high-protein)
- Standard snacks (packaged chips, chocolate, energy bars, etc.)
- Hot and cool non-alcoholic beverages (i.e. assorted soft drinks and coffee/tea vending machines)
- Regularly update product offering range based on employee feedback and demand tracking.
- Ensure all food products comply with the **Foodstuffs, Cosmetics and Disinfectants Act** and applicable hygiene regulations.

### **Inspections:**

- Conduct daily inspections and provide designated competent personnel to restock vending machines. Maintain a minimum 90% product availability rate.
- In cases of defects / machine failures, supplier must respond to service requests or breakdowns within 24 hours.
- Implement expiry date control and temperature monitoring for refrigerated machines.
- Perform preventative maintenance as per manufacturer specifications.

### **Safety and quality assurance:**

- Ensure installed vending machines are functional and of satisfactory quality, free from defects and fit for intended purpose.



### **Housekeeping:**

- Ensure that installed vending machines are clean and sterilized regularly (at least weekly) in adherence to the Mine's safety and hygiene regulations and procedures.
- Update a maintenance and cleaning logbook for each machine.

### **Sales and operational tracking**

- Prepare and submit monthly sales and usage reports for review.
- Ensure timely notification to Exxaro Belfast Coal regarding any technical / operational malfunctions.
- Prepare and submit monthly customer complaints and proposed resolutions.

### **Risk Assessment**

- Conduct baseline and task-based risk assessments prior to installation and during operations
- Ensure employees are trained and competent for installation and maintenance activities.

A detailed scope of work will be provided with the Sourcing Event/RFQ.

### **Special Requirements**

The appointed service provider will be required to provide a valid Electrical Certificate of Compliance (CoC) for each vending machine installed on site, issued by a registered and authorised electrician in accordance with the Occupational Health and Safety Act and the Electrical Installation Regulations.

### **Action Required from Respondents**

Note that your company needs to be a registered Prospective Supplier or a registered Supplier in order to participate in an RFQ. If your company is not a registered Supplier or Prospective Supplier, please proceed to register as a Prospective Supplier online at <https://www.exxaro.com/suppliers/> or [Prospective Supplier Registration](#). When prompted to capture the RFQ number, insert the EOI Reference Number listed above.

All interested parties are required to complete the online questionnaire using the following link:

[Expression of Interest \(EOI\) for On-Site Vending Machines at Belfast](#)

**ISSUED ON: 2026-03-30**

**DUE DATE and TIME: 2026-04-05 at 23h59**

### **Technical Scope of Work Contact:**

Mmathebe Molaotse – Tel: 012 307 5000 or email: [Mmathebe.Molaotse@exxaro.com](mailto:Mmathebe.Molaotse@exxaro.com)

Ivan Shongwe – Tel: 012 307 5545 or email: [Ivan.Shongwe@exxaro.com](mailto:Ivan.Shongwe@exxaro.com)

### **Registration as a Prospective Supplier:**

If you need any additional assistance, please contact our Vendor Services Helpdesk at tel: 087 283 9704 or email: [vendor.services@exxaro.com](mailto:vendor.services@exxaro.com)

