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Note: All tenders and quotations are done via our eProcurement system.

The information given below is an extract of the scope of work. **To access/open the full set of tender documentation, you must be registered on CSD.**

If you have a MAAA CSD registration number and receiving email notifications from PetroSA Procurement you are already registered, please login as indicated below:

Username: MAAA...
User Code: MAAA...
Password: newuser

Contact the call center on **012 663 8815** or email: **support@intenda.net** if you are having problems with your login.

If **you do not have a MAAA** CSD registration number, please click on **"Not Registered Yet"** and register. Click on the link below to download a "how to" guide to assist you.

http://www.procurement.petrosa.com/Downloads/Documents/SupplierSelfRegistration.pdf

SCOPE OF WORK

ENQUIRY NO: AHT0000027107
DESCRIPTION: HIGH PRESSURE CLEANING SERVICES AT THE PetroSA GTL REFINERY, MOSSEL BAY

1.1 INTRODUCTION

The Petroleum Oil and Gas Corporation of South Africa SOC Ltd, herein after called PetroSA, operate a Gas to Liquid Processing Refinery and related facilities in Mossel Bay.

PetroSA requires a capable Supplier to undertake and provide the following High Pressure (HP) Cleaning service at the above-mentioned PetroSA facilities for Unit 58 Effluent Treatment Plant.

The ponds and sumps that require HP Cleaning services are listed below:

- 2 x Surge Ponds (L70.6 m x W49.1 m x D3.85 m).

Directors:
Interim Chairman: Mr Tembinkosi Bonakele;
Ms Brenda Moagi; Mr Llewellyn Delport; Ms Ditsietsi Morabe
Group Chief Executive Officer (acting): Ms Nombulelo Tyandela
Group Chief Financial Officer (acting): Mr Linda Nene
Group Company Secretary: Ms Marlene Khumalo

- 2 x Oily Water Separators (L22 m x W4.5 m x D1.9 m).
- 2 x Holding Pond (L69.1 mx W14.6 m x D3.7 m).
- 1 x Neutralisation Sump (L7.2 m x W6.8 m x D3.9 m).
- 1 x Ocean Outfall Sump (L17.6 m x W6.8 m x D8.0 m).
- 1 x Inlet Flume (L9.5 m x W1.0 m x D4.6 m).
- 1 x Recycle Sump (L6.8 m x W6.0 m x D8.0 m).
- 1 x Drainage Sump 2 (L4.5 m x W1.5 m x D5.8 m).
- 1 x Drainage Sump 1 (L2.0 m x W1.7 m x D0.65 m).
- 1 x Slop Oil Sump (L5.0 m x W2.5 m x D2.2 m).
- 2 x Treated Oily Water Sump (L9.4 m x W4.5 m x D2.7 m)
- 1 x Diversion Box (L6.5 m x W3.0 m x D3.23 m)
- 1 x Inlet Diversion Grit Collection Chamber (Diameter 5.0 m x Deep 5.6 m).

It is expected from the Supplier to provide the service expertise, reliable equipment, manpower, including preparation and execution plan of the works in accordance with a time frame specified by PetroSA.

1.2 SERVICES

The scope of work for the required service shall include but not be limited to the following:

- HP Cleaning of the Ponds and Sumps.
- Supply of all relevant equipment to execute the required service, e.g., HP Cleaning machine, 1 x vacuum truck crew(Code 14 driver, operator, assistant) and safety equipment, 12 x squeegees, 4 x plastic shovels and personnel required to execute the operation.

The Supplier will be expected to be familiar and have the necessary skill and experience of HP Cleaning.

The Supplier will be expected to provide PetroSA with their operating procedure and safety file. PetroSA will incorporate this into their specific procedure for the cleaning of Unit 58 operation.

1.2.1 Minimum Personnel Required On Site

The Supplier shall be expected to maintain a minimum crew at the GTL Refinery as follows:

Minimum Crew Requirements: GTL Refinery Unit 58	
Designation	**Quantity**
Supervisor	2
Driver	1
Operator	6
Labourers	14
Safety Standbys	2
Total	**23**

1.2.2 Tender deliverables

The Supplier shall ensure that the following information is available and, where required, provided to support the execution of the HP Cleaning service:

- HP Machine and equipment Certification

- The Supplier shall, supply full details of the Supervisors, Operators, Labourers, driver and Safety Standbys that will execute the HP Cleaning operation.
- Equipment breakdown
- Cost breakdown

1.2.3 Supplier's responsibilities

In rendering the service, the Supplier shall be responsible for the provision of the following, required for setting up their equipment and executing the HP Cleaning operation:

- HP Cleaning Machine and equipment
- Small tools
- Manpower
- Supervision
- Transport.
- Own PPE

1.2.4 Technical Competence

The Supplier shall provide:

- HP machine specs minimum 750 BAR
- Competence certification of individuals for the services.
- Safety file
- HP cleaning experience

1.2.5 Procedures

The Supplier shall develop a HP Cleaning Procedure, which shall be submitted for review and formally approved by PetroSA's Services Department before any work is undertaken. PetroSA will incorporate this into their specific procedure for the cleaning operation.

1.2.6 Normal operating conditions

A purchase order will be issued to the supplier at the commencement of the agreement, and all invoices shall be submitted against this purchase order.

Before commencing with any job, the Supplier shall be issued with a Works Order / Job Card, and the Works Order number shall also be reflected on the Supplier invoices and the job card attached as one of the invoice supporting documents.

It will be the responsibility of the Supplier to fully acquaint itself with the conditions and environment of each job and to plan accordingly.

PetroSA will have no obligation in any aspect on work performed by the Supplier without an official Works Order number.

Any changes to an official works order must be authorised by means of a new or supplementary works order.

The Supplier shall have no authority to change any conditions in a works order and any work performed in excess of the approved scope shall be for the account of the Supplier.

Any rework required as a result of the Supplier's negligence shall be for the Supplier's account. This shall include all associated costs, including materials, labour, and any required consumables.

1.3 PREREQUISITES

All work shall be performed in accordance with the approved PetroSA procedures, standards and specifications and it will be the responsibility of the Supplier to fully acquaint itself with the contents thereof prior to commencement.

The Supplier will be required to obtain the necessary permits to work prior to the commencement of the services specified on the works order.

The Supplier will be provided with Regulatory training (Permit to Work, Working at Heights, and Confined Space Entry Training) by PetroSA.

1.4 SITE ESTABLISHMENT

1.4.1 Equipment and tools

PetroSA will supply an area for setting up the equipment, and operation of the contractor's equipment.

The cleanliness of the area must adhere to basic safety and housekeeping principles.

PetroSA reserves the right to conduct safety inspections at random of the area on site.

1.4.2 Fuel Supply

PetroSA will not provide fuel for Supplier's vehicles however only for HP machines.

1.4.3 Materials

The Supplier shall supply all materials, including consumables (e.g. degreaser), required for the performance of the services and carry sufficient stock, so as not to delay the completion of the services. Consumables used for the provision of this service will be supplied by PetroSA**.**

Any materials supplied by PetroSA on a free issue basis shall remain the property of PetroSA and any surplus material shall be returned to PetroSA upon completion of the Services.

The Supplier shall also be responsible for any loss of material due to negligence, misconduct or bad workmanship. No payment will be made for any inferior/rejected materials.

The Supplier to keep a material register of all the equipment and material on site and supply PetroSA with such register before they commence with the work.

1.4.4 Plant, Equipment and Tools

The Supplier shall provide all the necessary equipment and tools of trade necessary for the performance of the services, including consumables (e.g. degreaser).

1.4.5 Identification

The Supplier shall clearly mark all its material, equipment, and tools for ease of identification, and be responsible for any loss thereof.

1.4.6 Safety Equipment/Apparel

The Supplier shall ensure that all its personnel engaged in the performance of the Service are provided as a minimum with the following safety equipment/apparel in good condition:

- Safety shoes
- Overall, with long sleeves
- Hard hat
- Rain suit
- Facemask respirator
- Safety gloves – hydrocarbon gloves and pigskin gloves.
- Hearing protectors
- Safety glasses
- Safety goggles
- Safety Harness for any work carried out on a platform

All safety equipment to bear the SABS mark and be approved by the PetroSA Safety Department.

PetroSA will supply any other safety equipment, which is a specific area requirement, to the Supplier's personnel free of charge. The safety equipment will remain the property of PetroSA and will only be replaced due to normal wear and tear. The Supplier shall replace any safety equipment damaged as a result of abuse, neglect, misuse, etc.

1.5 SUPPLIED BY PETROSA

PetroSA will allocate an area in the contractor yard.

The Supplier must apply for cell phone permits to use in the at the GTL Refinery plant buildings. No other communication services would be provided.

1.6 WORKING HOURS

The Supplier shall ensure that the Services are available on a 8 hours per day, until the cleaning has been completed. Depending on the progress, 12 hours shifts per day will be considered.

1.7 GENERAL

Any activity, work or condition not covered in this scope shall be negotiated and agreed on in advance with PetroSA.

Proper clean up after completion of a specific job shall be deemed part of the job and payment may be withheld if not adhered to.

Any damage to PetroSA's equipment due to negligence or poor workmanship will be for the account of the Supplier.

The Supplier shall be responsible for the proper protection of surrounding equipment against damage whilst performing the services.

1.8 QUALITY ASSURANCE

The Supplier shall ensure that the services, including workmanship, products, materials, documentation, tools and equipment used or required for the rendering of the Services comply with the International Organization of Standardization (ISO) 9001:2015 and ISO 45001:2018.

1.9 SAFETY REQUIREMENTS

- Compliance with OHS Act, Mines Act, PetroSA Safety Systems
- Full PPE adherence
- Immediate reporting of incidents

1.10 INCLEMENT WEATHER / PROCESS UPSETS

During inclement weather, Offsites and Utilities will determine whether the condition permits for the Supplier to continue with the services. This also applies during process upsets.

1.11 CHANGES TO THE SCOPE OF SERVICES

The scope of the Services shall be subject to changes by additions, deletions or revisions thereto by PetroSA. The Supplier shall be advised of any such changes by written notification from PetroSA describing the change. The Supplier shall promptly perform and strictly comply with each such change when so instructed by PetroSA. Any extra services resulting from such changes will be charged at the Supplier's normal or agreed rates.