



QUOTATION SERVICE ORDER

ENQUIRY NO: AHT26709

DESCRIPTION: PROVISION OF AUTOMATED, CRAWLER BASED, REMOTE WELD UT PHASED ARRAY and TOFD, C-SCAN AND PULSED EDDY CURRENT SPECIALISED NDT OF SPHERES

DURATION: 2 WEEKS

START DATE: 18 MAY 2026

1. SCOPE OF WORK

1.1 SERVICES

Refer to document marked "Scope of Work", attached hereto as Annexure "A1".

1.2 WORKING HOURS

Refinery

Normal working hours are as follows:

- Monday to Friday: 08:00 to 16:30 - with half hour lunch break
- Saturday & Sunday: Normal day off.

PetroSA operates a Time and Attendance system to determine the Supplier's billable hours. The Supplier shall be briefed in regard the workings thereof. Should the Supplier question or dispute any Time and Attendance record issued by PetroSA, the Supplier undertakes to advise PetroSA in writing within seven (7) days from date of issue of such record.

Any work outside of the above hours must be arranged with the responsible PetroSA representative. Such hours shall be paid as per the agreed hourly rate of this Agreement. All Standby hours shall be based on the above normal working hours.

1.3 SAFETY EQUIPMENT AND APPAREL

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

- Safety shoes/boots
- Overall with long sleeves
- Hard hat
- Rain suit (as required)
- Safety gloves
- Hearing protection
- Safety glasses
- Safety harness
- Safety consumables i.e. ear plugs, dust masks, etc.
- Bandanas/hair nets for long hair

The Supplier shall supply any additional safety equipment/apparel required for the safe execution of the Services.

All safety equipment/apparel shall bear the SABS mark and be approved by the PetroSA Safety Department.

PetroSA will supply free of charge to the Supplier any additional safety equipment/apparel to satisfy specific area safety requirements. This safety equipment/apparel will remain the property of PetroSA and any damage as a result of abuse, neglect, misuse, etc. will be for the account of the Supplier.

1.4 ACCOMMODATION & TRANSPORT

The Supplier shall be responsible for all the required arrangements and settlement of accounts relating to mobilisation, demobilisation, accommodation, travel, etc, which will be reimbursed by PetroSA in accordance with Clause 2 of this Agreement.

2. PRICING

2.1 GENERAL

No payment or reimbursement shall be due by PetroSA to the Supplier unless otherwise specifically provided for in this Agreement.

The Supplier's rates are fully inclusive of all the Supplier's costs and expenses for rendering the Services pursuant to this Agreement, including protective and safety clothing, mobilisation and demobilisation costs, compliance with laws, including but not limited to, the Supplier's portion of any employee insurance and social security benefits, payroll and income taxes, levies, premiums for insurance and all other contributions and benefits and the costs to the Supplier for its personnel, unless otherwise specifically provided for in this Agreement.

2.2 RATES

Compensation to the Supplier for the full and complete performance of the Work and compliance with all the terms and conditions of the Agreement shall be in accordance with the Fixed Lump Sum Price / Rates/Prices below: **[Tenderer to insert its price rates/prices in the schedule below]**

ITEM	UOM	RATE
Labour		
NDT Technician Level I	per hr	
NDT Technician Level II	per hr	
NDT Technician Level III	per hr	
NDT Assistant (when required)	per hr	
Travel Time		
NDT Technician Level I	per hr	
NDT Technician Level II	per hr	
NDT Technician Level III	per hr	
NDT Assistant (when required)	per hr	
Equipment		
Automated Crawler	per 24 hr day	
Other (specify)		

2.3 REIMBURSABLE HOURLY RATES

2.3.1 Reimbursable hourly rates will be deemed to include the employees salary, payroll burdens, secretarial services, stationery, rental, postage, telephones, fax machines, etc.

2.3.2 Notwithstanding the provisions of sub-clause 2.3.1 above, the rates will also include the management fee consisting of general overheads and profit, but exclude disbursement items as listed under sub-clause 2.3.3 below.

2.3.3 The invoices for the Reimbursable Hourly Rates shall be supported by PetroSA approved time sheets comprising an overall summary on a separate sheet for each employee of the budgeted hours versus the expended work hours.

2.4 DISBURSEMENTS

2.4.1 The Supplier shall make arrangements and settle all travel and accommodation requirements. PetroSA will reimburse the Supplier in accordance with the stipulations of this sub-clause 2.4.

2.4.2 Disbursements will be invoiced at cost with no mark-up.

2.4.3 Invoices for disbursements will have attached supporting documentation.

2.4.4 All travel arrangements to be approved by the PetroSA Project Manager prior to making arrangements for the trip.

- 2.4.5 Travel time of personnel by way of mobilisation and demobilisation shall be reimbursed as per the agreed travel rate stipulated in this Agreement.
- 2.4.6 Disbursement costing will be based on the rates per the table below:

DISBURSEMENTS

Accommodation (bed & breakfast, meals and parking). Refer to National Treasury Instruction No. 04 of 2017/2018, Annexure D – Maximum Allowable Rates for Domestic Accommodation and Meals	At cost. Max as per latest rates published. 3 Star accommodation.
Air Travel Local and Foreign (Economy Class)	At cost
Car Hire (Class B or an equivalent class)	At cost
Other Public Travel, airport parking, etc	At cost
Motor Vehicle Travel (in accordance with latest SARS simplified method for distances less than 12 000km)	R4.76/km
Equipment Baggage	At cost
Daily allowance for local overnight full day trip (Tenderer to insert rate)	R

2.5 PRICING BASIS

All rates and prices shall remain fixed and firm for the duration of the Agreement.

2.6 VAT

All rates are exclusive of VAT. VAT at the rate applicable at the time of performing the relevant service is to be added to the total net amount shown on the tax invoice.

2.7 TERMS OF PAYMENT

2.7.1 Original invoices and monthly statements are to be sent to:

PetroSA
Private Bag X5
PAROW
7499

Attention: Creditors Department

by the end of a calendar month. Invoices shall only be considered for payment when accompanied by originals of the supporting documentation signed by the authorised PetroSA representative and the invoice has been approved for payment.

PetroSA's Purchase order number/s and Contract Number: _____ must be quoted on the invoice.

PetroSA's VAT No. 4320103502, must be stated on the invoice.

- 2.7.2 Copy invoices may be sent directly to the Contract Administrator or other PetroSA representative in order to expedite approval.
- 2.7.3 Payment will be made within thirty (30) days to the Supplier after receipt and approval of its invoice.
- 2.7.4 PetroSA may make corrections or modifications to any invoice, which had been issued to PetroSA and shall have the right to withhold certification in respect of any part of the Services, which has not been carried out to its satisfaction.
- 2.7.5 All monies paid by PetroSA for and on behalf of the Supplier, or any other monies for which the Supplier may become liable to PetroSA in terms of this Agreement, or otherwise, may be deducted by PetroSA from any monies due, or to become due to the Supplier and/or may be recovered from the Supplier by whatever means deemed feasible.

2.8 TAXES

All amounts payable in terms of this Agreement exclude VAT but are inclusive of all other costs, and no contributions, levies, imposts, duties or the like shall be payable by PetroSA.

3. SPECIFIC CONDITIONS

3.1 GENERAL REQUIREMENTS

The requirements to be observed by the Supplier for the duration of this Agreement are detailed in the "General Requirements for Suppliers Working in the PetroSA Works (See Annexure "B1")", and "Occupational Health General Conditions and Guidelines for Contractors Working on PetroSA Sites (See Annexure "B2")", which forms an integral part of this Agreement and with which the Supplier acknowledges having acquainted itself.

ANNEXURE “A1”
SCOPE OF WORK

ANNEXURE “B”

PetroSA STANDARD TERMS AND CONDITIONS

ANNEXURE “B1”

General Requirements for Suppliers Working in the PetroSA Works

ANNEXURE “B2”

Occupational Health General Conditions and Guidelines for Contractors
Working on PetroSA Sites