

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>

ENQUIRY NO: CTT24649

DESCRIPTION: SECURITY SERVICES AT PetroSA DEPOTS IN BLOEMFONTEIN AND TZANEEN.

1. SCOPE OF WORK

1.1 SERVICES

1. SCOPE OF WORK

The Services to be provided shall be the following:

- 1.1 Un-armed guarding and patrolling security service at the PetroSA Bloemfontein and Tzaneen Depots. The address for Bloemfontein Depot is: 2 Mill Street, Hamilton Industrial Site, Bloemfontein. The address for Tzaneen is Kudu Street, Industrial Site, Mopani District Municipality, Limpopo Province.
- 1.2 The Services include, but are not necessarily limited to, supervision, guarding duties, administrative duties, access control, loss control, investigations, emergency response, Control Room duties, permit office duties, Switch board, X-Ray line scanning, alcohol screening and any other security related duties required by PetroSA.
- 1.3 The Supplier may also be required to perform additional ad-hoc services upon receipt of a Works Order from Group Security. Ad-hoc services include special events and projects.

- 1.4 The Supplier shall perform the services on a 24-hour basis and 7 days a week. The Supplier shall supply Security personnel to perform the Service on the following basis:

➤ A 24-hour shift cycle

BLOEMFONTEIN

- **Administration day coverage (06h00 to 18h00) – Monday to Friday**
 - 1 x C Grade Security Officers (Reception)
- **Shift (12 hour shift cycle) 7 days a week (06h00 -18h00)**
 - 2 x C Grade Security Officers
- **Shift (12 hour shift cycle) 7 days a week (18h00 - 06h00)**
 - 2 x C Grade Security Officer

TZANEEN DEPOT

- **Administration day coverage (06h00 to 18h00) – Monday to Friday**
 - 1 x C Grade Security Officers (Reception)
- **Shift (12 hour shift cycle) 7 days a week (06h00 -18h00)**
 - 2 x C Grade Security Officers
- **Shift (12 hour shift cycle) 7 days a week (18h00 - 06h00)**
 - 2 x C Grade Security Officer

2. ENQUIRIES

Any enquiries regarding this tender should be addressed to **Hennie Fortuin** in the Tender Office at telephone no. 021 929 3211 or e-mail address martinhennie.fortuin@petrosa.co.za

3. Scope Clarification Meeting

PetroSA has scheduled a virtual scope clarification meeting on Tuesday, 16 November 2021 at 11:00. Should the Supplier wish to attend it must inform the PetroSA representative by 10:00 on 16 November 2021 on martinhennie.fortuin@petrosa.co.za

Suppliers are advised to attend the scope clarification meeting in order to acquaint themselves with the nature of the supply required and local conditions, as no claims will be entertained in this regard once the tender has been awarded. **The scope clarification meeting will give Suppliers an opportunity to seek clarification of the tender documentation to facilitate completion thereof.** Non-attendance at the above meeting/inspection will not disqualify a tender.