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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 are receiving email notifications from PetroSA Procurement you are already registered, please login as indicated below:

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Contact the call center on +27 21 939-3131 or email: [supplier@petrosa.co.za](mailto:supplier@petrosa.co.za) 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>

**CTT0000026810**

## **PANEL OF FORENSIC SERVICES FOR PetroSA**

### **SCOPE OF WORK**

#### **1. THE SERVICE Forensic Services**

PetroSA’s Board and Management have committed the company to a process of fraud risk management that is aligned to the principles of the Public Finance Management Act No. of 1999 (“PFMA”) and other related laws, regulations, standards and PetroSA policies. Its zero tolerance policy provides for the mandatory reporting of all incidents within its ambit to the Risk and Compliance Department (Forensics) for appropriate investigation and resolution.

PetroSA therefore requires the services of a competent and experienced service provider (the ‘Consultant’) to provide a range of forensic services. The Consultant will be required to:

- investigate and report on a variety of matters, some of which require urgent attention. These matters typically include the commission or suspected commission of fraud and corruption including, but not limited to asset misappropriation, corruption, financial misstatement and financial misconduct as defined by s 83 of the PFMA.

The Consultant will have access to the required and necessary documentation in the possession of PetroSA and to PetroSA employees in the course of the provision of such services.

PetroSA further requires ad hoc assistance in the execution of its approved fraud risk management strategy that includes inter alia, the following prevention and detection initiatives:

- ethics interventions;
- fraud and ethics awareness;
- fraud and ethics risk assessments;
- probity checks;
- proactive data analysis;
- reactive data analysis, and
- other ad hoc fraud prevention, detection and response measures.

The selected Panel may also be retained to provide forensic services to any company within the CEF Group of Companies on an ad-hoc basis, subject to the request and approval of each respective company. These companies include the following:

- **CEF** – wholly owned company contribute to the South Africa, the Southern African Development Community (SADC) and broader sub-Saharan region for security of energy supply.
- **SA-NPC** – newly established state-owned petroleum company, created through the strategic merger transition of PetroSA, iGas, and the Strategic Fuel Fund (SFF) - secure the country's energy future.
- **iGas** – Gas infrastructure development.
- **PASA (Petroleum Agency SA)** – Upstream oil & gas regulation.
- **SFF (Strategic Fuel Fund)** – Crude oil storage and strategic reserves.
- **AEMFC** – Mining and energy minerals development.

These entities, including PetroSA, collectively enable the CEF Group to deliver on South Africa's energy security strategy.

## 2. ENQUIRIES

- ◆ Any enquiries regarding this tender should be addressed to **Caroline Widmer** in the Tender Office at telephone no. **(021) 929-3006**, or e-mail address [caroline.widmer@petrosa.co.za](mailto:caroline.widmer@petrosa.co.za).
- ◆ Log onto the PetroSA website and access the full RFQ on the e-Procurement system. [www.procurement.petrosa.com](http://www.procurement.petrosa.com).
- ◆ No emailed tenders will be accepted.