

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>

CTT0000026119

SCOPE OF WORK

MACHINE HANDLING VEHICLE LICENSE TRAINING FOR PetroSA

1. Background

PetroSA requires a SETA accredited Training Service Provider to train our Operators in lifting machinery equipment and issue Machine Handling Vehicle Licences on an ad hoc basis for a period of 36-months. No Operator without a valid certificate/carry card is permitted to operate the relevant lifting machine handling vehicles (lifting/equipment) in the working environment as per the Machine-Driven Regulations. This can result in:

- Non compliances to the relevant Acts and Regulations.
- Incidents where no training and/or experience took place.
- Delays in critical tasks.

The dates of the courses will be fixed by mutual agreement between PetroSA and the Training Service Provider. The Trainer/Assessor will be required to undergo Induction Training and a Full Medical, before he/she will be allowed to deliver the service on the PetroSA site/s.

2. Detailed Scope-Of-Work

PetroSA requires an accredited Training Service Provider to train its Operators in the relevant machine handling vehicles (lifting/equipment). All training to take place on PetroSA premises, as agreed by PetroSA:

The Training Service Provider should be able to provide training in the following Codes:

F1	Counterbalanced lift truck up to capacity of 3000 kg
F2	Counterbalanced lift truck up to capacity of 7000 kg
F3	Counterbalanced lift truck up to capacity of 15000 kg
F4	Counterbalanced lift truck above capacity of 15000 kg
F5	Reach Lift Truck up to capacity of 2500 kg
F10	Side Loader lift truck

C30	Overhead Crane pendant and radio Controlled
C31	Overhead Crane Cab Controlled
C32	Truck Mounted Crane
C33	Hydraulic Mobile crane up to capacity of 50000kg
C34	Hydraulic Crane Pick up and carry up to capacity of 50000kg
C35	Hydraulic Mobile crane to capacity above 50000kg
C36	Hydraulic Mobile crane up to capacity above 50000kg
C37	Lattice Boom Mobile Truck Crane to capacity of 50000kg
C38	Lattice Boom Mobile Crawler to capacity of 50000kg
C39	Lattice Boom Mobile Truck Crane to capacity above 50000kg
C40	Lattice Boom Mobile Crawler to capacity above 50000kg
C43	Hydraulic Mobile crane up to capacity of 15000 kg
C45	Sips Crane
C46	Telescopic Boom Handler
C53	Mobile elevated work platform
FEL	Front End Loader
BOB	Bobcat

3. Novice/Beginner Training - Assessment

The accredited Training Service Provider shall ensure that each trainee/learner is granted relevant theoretical and practical training to enable the trainee/learner to attain the prescribed competency level according to the assessment criteria of the applicable unit standard.

4. Refresher/Re-certification Training

Operators previously certified under the Driven Machinery Regulations whose certificates have expired or are due to expire, is subject to re-certification every two years.

5. Certification

The *Certificate of Competence* shall be issued, provided the trainee/leaner has successfully completed of the relevant theoretical and practical training, i.e. all the key elements of the course and deemed competent.

A *Certificate of Competence* will include the following information:

- name and logo of the accredited Training Service Provider;
- accreditation number of accredited Training Service Provider;
- initials and surname of competent PetroSA Operator;
- lifting machinery equipment code, code description and capacity;

- restrictions of operation registration number of facilitator and assessor; and
- unit standard number and credit value
- dates indicating the validity duration of the Certificate of Competence.

6. Accreditation

The Training Service Provider shall provide proof of relevant accreditations.

7. Pricing

Tenderer to provide an all-inclusive fee per training course (a training course includes a minimum of 4 (four) learners), which must include but not be limited to theory- and practical training, the trainers' fees and the Certificate of Competence.

Tenderer must complete the Commercial Bid Analysis and attached same to its Tender on ISS. **Tenderers to provide the cost for each Training code per course (a training course includes a minimum of 4 (four) learners) as per clause 2 above.**

Note The Estimated Quantity of the Courses over the 36-month period is an estimation of the Course/s that might be required by PetroSA. Therefore, it could be either more than the estimated "4" or less, or none as indicated in the CBA.**

Tenderers to ensure the CBA (Commercial Bid Analysis) are fully completed and attached to its Tender on ISS & the Returnable Schedule, failing which may result to elimination.

8. 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.