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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 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>

07 March 2022

ENQUIRY NO: CTT24681

DESCRIPTION:PROVISION FOR AN ISO 9001:2015 QUALITY MANAGEMENT SYSTEM AND PRODUCT CERTIFICATION SERVICES

1. INTRODUCTION

PetroSA is a national oil company of South Africa for the exploration and production of oil and gas, refining, marketing and trading hydrocarbons and petrochemicals.

The Petroleum Oil and Gas Corporation of South Africa (PetroSA) currently holds various Management Systems certification, permits and accreditations. PetroSA seeks the services of a Certification Body (CB) that will provide auditing and certification services for all the standards and permits that PetroSA subscribes to the Body will be registered by a reputable Accreditation Body.

2. SCOPE OF SERVICES

Below are details of the Certification Scope that may be required, at any given point.

2.1 Applicable Standards:

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- a) Quality Management System (ISO 9001)**
- b) Environmental Management Systems (ISO 14001)**

- c) Health and Safety Management System (ISO 45001)
- d) Product Certification
- e) Fire Safety Management (SANS 1475-2)
- f) Lab Management System (ISO 17025)
- g) Electrical workshop – (SANS 60079-1)

2.2 Sites/ Branches

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PetroSA ISO9001 certification scope covers all its geographic facilities under one certificate. The sites/facilities are listed below:

	Site	Address/Province	Full Time Employees	Part Time Employees	Scope
1	Head Office	151 Frans Conradie Drive Parow Cape Town Western Cape	193	3	Human Resource, Finance, Office of the Group CEO, marketing and Trading.
2	GTL Refinery, Voorbaai	Duinzicht Avenue Mossel Bay Western Cape	486	9	Storage & distribution, movements of petroleum fuels, generation of electricity, waste treatment and maintenance services.
3	Bloemfontein Depot	2 Mill Street Hamilton, Bloemfontein North West.	9	0	Storage and movement of petroleum fuels
4	Tzaneen Depot	9 Koedoe Street Industrial Site Tzaneen Mpumalanga	3	0	Storage and movement of petroleum fuels
5	Centre Of Excellence	Mossel Bay Western Cape	15	0	Training Centre
6	Sales Office	Sandton, Johannesburg Gauteng	6	2	Marketing and sales of petroleum fuels

2.3 Scope of Registration:

The trading and marketing of petroleum fuels, including storage, movement, and sales of these fuels, care and maintenance, generation of electricity, treatment of waste, and operation of Training Centre.

3. DELIVERABLES

- To perform and conduct an initial audit in order to determine the state of readiness and compliance with the applicable standards,
- Conduct the required registration process,

- Perform regular surveillance audits in order to verify continued compliance with the requirements of the relevant certification scheme over the next two years in the certification cycle,
- Perform a recertification audit before the end of the third year in the certification cycle.

4. 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

PetroSA may issue Tender Buletins from time to time to clarify certain aspects or to provide additional information on this tender. It is the tenderer's responsibility to check PetroSA Procurement website [www.procurement.petrosa.com/Open Tenders](http://www.procurement.petrosa.com/Open_Tenders) to establish whether any bulletins were issued on this tender, prior to tender submission.

PetroSA reserves the right to withdraw the tender at its own discretion.

Yours faithfully

COMFORT BUNTING

Group Supply Chain Manager