

SCOPE OF WORK

METER CALIBRATION – BLOEMFONTEIN DEPOT

1. INTRODUCTION

Bloemfontein Depot's road loading, decanting and COC meters are due for their annual meter calibration in terms of the South African Trade Metrology act 77 of 1973. The current calibration is valid until 3/06/2022. Failure to comply with the law could result in penalties and our sales of fuels stopped.

The accuracy of the meters is critical as it affects accurate billing and the management of loss/gains, this also aids cost management. The calibration takes into account key factors affecting flow meter performance such as orientation of the meter, operating temperature (and calibration), pressure and the type of flow medium.

2. BACKGROUND

Calibration services have been performed at the depots on an annual basis as required by Legislation.

The costs for calibration are based on the number of meters to be calibrated & equipment used to perform the calibration.

3. SCOPE OF WORK

3.1 Services - The services shall include the following:

3.1.1 Road loading gantry

- 3.1.1.1 Verification & calibration of 6 x Smith Turbine Road Gantry meters
- 3.1.1.2 Verification & checking of temperature probes
- 3.1.1.3 Checking of all air eliminators
- 3.1.1.4 Reporting on defects noticed during the calibration process
- 3.1.1.5 Sealing of all equipment as required by the Trade Metrology act 77 of 1973
- 3.1.1.6 Issuing of calibration certificates for each meter as required by the Trade Metrology act 77 of 1973

3.1.2 Road decanting gantry

- 3.1.2.1 Verification and calibration of 2 x LC meters
- 3.1.2.2 Verification & checking of temperature probes
- 3.1.2.3 Checking of all air eliminators
- 3.1.2.4 Reporting on defects noticed during the calibration process
- 3.1.2.5 Sealing of all equipment as required by the Trade Metrology act 77 of 1973
- 3.1.2.6 Issuing of calibration certificates for each meter as required by the Trade Metrology act 77 of 1973

3.1.3 COC meter (Atlantic Oil)

- 3.1.3.1 Verification and calibration of 2 x Gene Meters
- 3.1.3.2 Checking of air eliminators
- 3.1.3.3 Reporting on defects noticed during the calibration process
- 3.1.3.4 Sealing of all equipment as required by the Trade Metrology act 77 of 1973
- 3.1.3.5 Issuing of calibration certificates for each meter as required by the Trade Metrology act 77 of 1973

3.2 Requirements

- 3.2.1 Supply own labour for the calibration
- 3.2.2 Supply own tools for the job
- 3.2.3 A calibrated test measure or piston prover must be used with valid calibration certificates
- 3.2.4 Supply the Official Calibration Certificate for the piston prover or test measure to the depot prior to commencement of the work
- 3.2.5 Before departure ensure all equipment is in perfect working order and work area clean of any spillages
- 3.2.6 No work shall be performed without a Purchase Order Number issued by PetroSA

3.3 General information

- 3.3.1 PetroSA does not own bulk trucks in Bloemfontein which means the testing of the meters will be done when vehicles are available from other Oil companies, or alternatively extension hoses could be coupled to the road decanting meters for pump back.

3.4 Working hours

- 3.4.1 Monday to Friday: 08:00 to 17:00
- 3.4.2 Saturday, Sunday and Public holidays: closed for maintenance

3.5 Safety Requirements

- 3.5.1 All workers/technicians must attend the depot safety induction prior to the commencement of any work.
- 3.5.2 No work will be carried out without the necessary approved work permits.
- 3.5.3 No petrol-driven vehicles and petrol operated equipment will be allowed in the depot.
- 3.5.4 PPE Requirements – to be supplied by service provider and be approved by the SABS i.e. Safety shoes/boots, overall with long sleeves, hard hat, safety glasses, reflective vest, protective gloves etc.

3.6 COVID 19 Compliance Requirements:

- 3.6.1 All workers must adhere to the COVID regulations as prescribed below:
 - 3.6.1.1 Provide the records for fitness certificates for each person.
 - 3.6.1.2 Provide Return to Office COVID Risk assessment.
 - 3.6.1.3 Provide Covid-19 training evidence for each person.
 - 3.6.1.4 Undergo symptom medical daily screening at the entrance.
 - 3.6.1.5 Wear a mask covering nose & mouth at all time.
 - 3.6.1.6 Continuous Hand sanitizing.
 - 3.6.1.7 Keeping social distance.

3.7 Pricing

- 3.7.1 No payment or reimbursement shall be due by PetroSA to the Supplier unless otherwise specified.
- 3.7.2 No invoice will be paid without the corresponding Purchase Order Number appearing of the invoice.

ROAD LOADING GANTRY



ROAD DECANTING GANTRY



COC

