PetroSA

QUOTATION SERVICE ORDER

ENQUIRY NO: AHT26102
DESCRIPTION: PROVISION OF LABORATORY SERVICES FOR CHEMICAL ANALYSIS OF ENVIRONMENTAL AND OCCUPATIONAL HYGIENE SAMPLES AND THE SUPPLY OF CONSUMABLES

START DATE: 27 NOVEMBER 2024
DURATION: 5 MONTHS

1. SCOPE OF WORK

1.1 BACKGROUND

PetroSA requires the services of a laboratory accredited by the South African National Accredited System (SANAS) to conduct chemical analysis for environmental (air, liquid and solid matrices) and occupational hygiene samples and to supply the consumables for these analyses.

1.2 DELIVERABLES

1.2.1 The services of the laboratory will include, but not be limited to, the following analyses:

- Volatile organic compounds, nitrogen dioxide and sulphur dioxide from Radiello absorbing cartridges
- Drinking Water Analysis
- Ground Water Analysis
- Soil analysis
- Waste analysis

The chemical analyses that are required are not exhaustive to the list as at times it will be required to conduct other analyses when required for investigative purposes.

1.2.2 Accreditation:

The laboratory needs to be accredited as per the South African National Accreditation System. A SANAS ISO/IEC 17025 accreditation certificate must be provided.

Table 1: SANAS Accreditation requirements:

MEDIUM	TYPE OF ANALYSIS	METHOD/s
37mm filter	Gravimetrical Analysis of Respirable, Thoracic and Inhalable Aerosols	MDHS 14/4, NIOSH 0500, NIOSH 0600, GME16/2/3/2/3
37mm Filter	Gravimetrical Analysis of Particles not otherwise classified (PNOC)	NIOSH 0500 or NIOSH 0600
Air, Liquid and Solid	Metal, metalloids and Fume by ICP-AES	NIOSH 7300/1/3 ; OSHA ID-125-SG
Carbon media	Volatile Organic Compounds by GC-FID/ GC-MS	**MHDS 88**, Radiello Method (EPA Method TO-14)
Tube	Fluorides by ion chromatography	NIOSH 7906
25 mm filter / Sample	Regulated fibres	NIOSH 7400/2 or 9000

1.2.3 Lead Time for Sample Analysis

It is expected that the samples to be analysed within 5 working days once received to maintain the integrity of the samples.

1.2.4 Reporting

A Report is required on the analysis of the compounds detailing results of the samples, specific test conditions, limit detections, deviations and or method used.

Test results of the analyses of the samples are to be submitted to PetroSA within 10 working days of receipt of samples by the laboratory, unless otherwise agreed upon.

1.3 OBLIGATIONS OF THE CONTRACTOR IN TERMS OF SCOPE OF WORK

1.3.1 The Services

No services shall be performed without a Work Order / Purchase Order issued by PetroSA's Procurement Office. No invoice will be paid without the corresponding Purchase Order number appearing on the invoice.

A list of any deviations in scope of supply to the requirements set forth in this Scope of Services Document

1.3.2 Quality Assurance

The Contractor shall ensure that the Services (including all workmanship) and all products and materials, documentation, tools and equipment used or required for the Services comply with PetroSA's Quality Assurance and Certification Requirements Standard Documentation Ref. OQ/S/00/01

1.4 ACCOMMODATION & TRANSPORT

No accommodation or transport will be provided by PetroSA. No costs will be refunded by PetroSA.

2. PRICING

2.1 GENERAL

No payment or reimbursement shall be due by PetroSA to the Supplier unless otherwise specifically provided for in this Agreement.

The Supplier's rates are fully inclusive of all the Supplier's costs and expenses for rendering the Services pursuant to this Agreement, including protective and safety clothing, mobilisation and demobilisation costs, compliance with laws, including but not limited to, the Supplier's portion of any employee insurance and social security benefits, payroll and income taxes, levies, premiums for insurance and all other contributions and benefits and the costs to the Supplier for its personnel, unless otherwise specifically provided for in this Agreement.

2.2 SCHEDULE OF PRICES

Compensation to the Supplier for the full and complete performance of the Work and compliance with all the terms and conditions of the Agreement shall be in accordance with the Rates below:

2.2.1 Detailed Sample Price (Type A Samples)

Analysis Description	Method	Unit Cost	Price Per Unit (in Rands)
Volatile Organic Compounds – Charcoal Tube or OVM	NIOSH 1500 /1	per OVM badge/ Tube	
Diesel Particulate Matter, Supply filters and conduct analysis (Elemental carbon).	NIOSH 5040	per filter	
Gravimetrical Weighing and Supply of 37 mm MCE Filters.	NIOSH 0500	per filter	
Metal Analysis on filters, 1st element (ICP)	NIOSH 7300	per metal	
Metal Analysis, per additional element	NIOSH 7300	per metal	

Analysis Description	Method	Unit Cost	Price Per Unit (in Rands)
Analysis of Radiello Passive Monitors for VOCs	Radiello Method	per Radiello VOC sample	
Fluorides Analysis - Effluent	EPA Method 9056	per sample	
Oil Analysis - Effluent	-	per sample	
BTEX Analysis - Effluent	-	per sample	
CONSUMABLES			
Radiello Supporting Plate (metal)		per plate	
Radiello Blue Diffusive Body 120-1 (NO2/SO2)		per box (20 in box)	
Radiello White Diffusive Body 120 (VOCs)		per box (20 in box)	
Radiello Absorbing Cartridges 166 (NO2/SO2)		per box (20 in box)	
Radiello Absorbing Cartridges 130 (VOCs)		per box (20 in box)	
Supply of OVM Badges		per badge	

2.2.2 Detailed Sample Price Type B (Type B Samples required on an ad hoc basis)

Analysis Description	Unit Cost	Per Unit (In rands)
OCCUPATIONAL HYGIENE ANALYSIS		
Asbestos Identification	per sample	
ORGANIC / INORGANIC ANALYSIS OF SOIL, WATER AND OR SLUDGE		
Diesel Range Organic Compounds	per sample	
Total Petroleum Hydrocarbons (BTEX)	per sample	
GRO Compounds	per sample	
MICROBIOLOGICAL ANALYSIS		
*E Coli	per sample	
*Total Coliforms	Per sample	
*Fecal Coliforms	Per sample	

2.3 PRICING BASIS

All rates and prices in this Agreement shall be fixed and firm for the duration of the Agreement

2.4 VAT

All rates are exclusive of VAT. VAT at the rate applicable at the time of performing the relevant service is to be added to the total net amount shown on the tax invoice.

2.5 TERMS OF PAYMENT

2.5.1 Original invoices and monthly statements are to be sent to:

PetroSA
Private Bag X5
PAROW
7499

Attention: Creditors Department

by the end of a calendar month. Invoices shall only be considered for payment when accompanied by originals of the supporting documentation signed by the authorised PetroSA representative and the invoice has been approved for payment.

PetroSA's Purchase order number/s and Contract Number: ________________ must be quoted on the invoice.

PetroSA's VAT No. 4320103502, must be stated on the invoice.

2.5.2 Copy invoices may be sent directly to the Contract Administrator or other PetroSA representative in order to expedite approval.

2.5.3 Payment will be made within thirty (30) days to the Supplier after receipt and approval of its invoice.

2.5.4 PetroSA may make corrections or modifications to any invoice, which had been issued to PetroSA and shall have the right to withhold certification in respect of any part of the Services, which has not been carried out to its satisfaction.

2.5.5 All monies paid by PetroSA for and on behalf of the Supplier, or any other monies for which the Supplier may become liable to PetroSA in terms of this Agreement, or otherwise, may be deducted by PetroSA from any monies due, or to become due to the Supplier and/or may be recovered from the Supplier by whatever means deemed feasible.

2.6 TAXES

All amounts payable in terms of this Agreement exclude VAT but are inclusive of all other costs, and no contributions, levies, imposts, duties or the like shall be payable by PetroSA.

ANNEXURE “A”

PetroSA STANDARD TERMS AND CONDITIONS