

SCOPE OF WORK

THE APPOINTMENT OF A QUALIFIED PROFESSIONAL PHOTOGRAPHER TO CAPTURE HIGH-QUALITY IMAGES OF THE REFINERY SITE INFRASTRUCTURE AT THE SANPC REFINERY.

1. Background

The SANPC refinery site, currently operating as a storage and handling facility for Petroleum hazardous substances, requires professional photographic documentation for official, regulatory, insurance, and corporate purposes.

The site is a Refinery formerly known as SAPREF located in KZN at no.1 Refinery Road Prospecton, Isipingo, Durban and is adjacent to the old **non-operational international airport**; therefore, aviation safety and airspace compliance requirements might be mandatory for all service providers.

2. Objective

To appoint a qualified professional photographer to capture high-quality images of the refinery site infrastructure while ensuring full compliance with refinery safety standards and applicable aviation regulations.

3. Scope of Services

3.1 Ground-Based Photography

The service provider shall capture high-resolution images of the following: **The Whole of SANPC Refinery including**

- North and South Tank Farms, flare areas
- All Process Units and Office block & workshop, Training centre & Command centre and Clubhouse
- Storage tanks and associated infrastructure
- General panoramic facility views

3.2 Aerial / Drone Photography

If aerial photography is required, the following conditions are mandatory:

- The drone operator must be licensed in accordance with the South African Civil Aviation Authority (SACAA) regulations.
- The operator must hold a valid Remote Pilot Licence (RPL) and/ or Aircraft systems operating certificate

- The operator must operate under a valid ROC (Remote Operator Certificate), where applicable.
- Proof of third-party drone liability insurance must be submitted.
- Written approval must be obtained from SACAA and/or relevant Air Traffic Control (ATC) authority prior to flight.
- Coordination with the adjacent airport management and ATC must be conducted before any drone activity.
- No flights may occur without formal written clearance.
- Drone altitude, flight path, and operating times must comply strictly with controlled airspace restrictions.
- No night flying unless specifically authorised.
- No flights directly above hazardous storage areas unless risk-assessed and approved.

4. Health, Safety, Security, and Aviation Compliance Requirements

The service provider must:

4.1 Refinery Safety Compliance

- Attend mandatory site safety induction.
- Comply with the Occupational Health and Safety Act and site-specific SHEQ procedures.
- Wear required PPE (hard hat, flame-retardant clothing, safety boots, safety glasses, etc.).
- Be escorted at all times in operational areas.
- Submit equipment list for approval prior to entry.
- Sign confidentiality and security agreements if required.

4.2 Aviation Safety Compliance

- Submit aviation compliance documentation at least **5 days** before scheduled shoot.
- Coordinate flight schedule to avoid peak air traffic periods. (If applicable to the old Airport)

- Maintain continuous communication with ATC (if drone operations are approved) (If applicable to the old Airport)
- Immediately suspend drone operations if instructed by ATC or airport authorities. (If applicable to the old Airport)
- Ensure no interference with aircraft navigation systems or communication frequencies. (If applicable to the old Airport)

5. Deliverables

- All professionally edited high-resolution images taken in **5 days**.
- Images supplied in JPEG (print-ready), soft copies and 10 agreed printed copies in A3 size and original RAW format.
- Secure electronic delivery within **1 week** after completion.

6. Duration

The photography services are expected to be completed within 2 weeks' time subject to aviation and site access approvals.

7. Reporting and Coordination

All coordination will be managed through the refinery's appointed representative. A pre-shoot planning meeting may be required to align on safety, aviation restrictions, and operational constraints.

PRICING SCHEDULE

Company Name:		
No	Description	Total Cost
1	Appointment Of A Qualified Professional Photographer To Capture High-Quality Images Of The Refinery Site Infrastructure At The SANPC Refinery.	
Total Excl Vat		R
VAT @15		R
Total Inc Vat @15%		R

The bidder must provide an all-inclusive pricing offer that will cover the full scope of work