



PART A INVITATION TO BID – SBD 1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	RFQ 19/11/2022	DATE OF ISSUE:	24/07/2023	CLOSING DATE:	02/08/2023
				CLOSING TIME:	12H00
DESCRIPTION	Re-issued Supply and Deliver Sealing Bags to ICASA (as per attached specification) –(if you submitted before kindly submit on the this new document)				
BID RESPONSE DOCUMENTS MUST BE EMAILED TO THE BELOW EMAIL)					
Submissions must be emailed to RFQResponses@icasa.org.za, with the subject: RFQ 19/11/2022 Supply and Deliver Sealing Bags to ICASA					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Siyathokoza Ntombela	CONTACT PERSON	Masivuye Ncukana		
TELEPHONE NUMBER	012 568 3833	TELEPHONE NUMBER	012 568 3068		
FACSIMILE NUMBER	N/A	FACSIMILE NUMBER	N/A		
E-MAIL ADDRESS	sntombela@icasa.org.za	E-MAIL ADDRESS	mncukana@icasa.org.za		
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] ☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] ☐ Yes ☐ No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		☐ Yes ☐ No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				☐ YES ☐ NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				☐ YES ☐ NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				☐ YES ☐ NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				☐ YES ☐ NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				☐ YES ☐ NO	
IF THE ANSWER IS “NO” TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					



PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
1.5. ORIGINAL CERTIFIED COPY OF A BBBEE CERTIFICATE ISSUED BY SANAS ACCREDITED VERIFICATION AGENCY OR ORIGINAL CERTIFIED SWORN AFFIDAVIT (TO CLAIM THE BBBEE POINTS, BIDDERS ARE URGED TO SUBMIT THEIR ORIGINAL CERTIFIED COPY OF A BBBEE CERTIFICATE ISSUED BY SANAS ACCREDITED VERIFICATION AGENCY OR ORIGINAL CERTIFIED AFFIDAVIT IN OUR TENDER BOX SITUATED AT OUR HEAD OFFICE, AT 350 WITCH HAZEL AVE, ECO POINT OFFICE PARK, ECO PARK, CENTURION ON BY CLOSING DATE 02/08/2023 AT 12:00PM)
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA .
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

(Proof of authority must be submitted e.g. company resolution)

DATE:

.....



SBD 3.1

PRICING SCHEDULE

Name of bidder.....	Bid number: ICASA RFQ 19/11/2022
Closing Time: 12:00pm	Closing date: 02nd August 2023
<u>APPOINTMENT OF A RECOMMENDED SERVICE PROVIDER, FOR RFQ 19/11/2022 SUPPLY AND DELIVER SEALING BAGS TO ICASA (as per attached specification)</u>	

OFFER TO BE VALID FOR **90 DAYS** FROM THE CLOSING DATE OF BID.

ITEM NO	ITEM DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
1.	ICA Sealing Bags With ICASA logo underneath the serial number; No scannable code on the bag. (Please see attached photos). Serial number format ICA-40XXX; (ICA-40000 to ICA-41000) Dimension and size Length = 59.8cm x Width = 45.6cm (as per attached specification)	4000		
2.	ICB Sealing Bags with ICASA logo underneath the serial number; No scannable code on the bag. (Please see attached photos). Serial number format ICB-40XXX; (ICB-40000 to ICB-41000) Dimension and size Length = 66.2cm x Width = 55.6 cm. (as per attached specification)	4000		
			Gross Total	
			Vat @ 15% (if applicable)	
			Total price (Including Vat if applicable)	

- Required by: Independent Communication Authority of South Africa
- At: 350 Witch Hazel Avenue, Eco Park, Centurion
- Province: Gauteng
- Brand:
- Does the offer comply with the specification(s)? *YES/NO
- If not to specification, indicate deviation(s)
- Period required for delivery:
*Delivery: Firm/not firm

Delivery basis

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.



BIDDER'S DISCLOSURE – SBD 4

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....
.....

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.



- 2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

YES/NO

- 2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.



I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder



PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022 – SBD 6.1

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100



- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right) \text{ or } P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{min} = Price of lowest acceptable tender



3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} \text{80/20} & \text{or} & \text{90/10} \\ P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) & \text{or} & P_s = 90 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) \end{array}$$

Where

- P_s = Points scored for price of tender under consideration
 P_t = Price of tender under consideration
 P_{max} = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.



Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BBEE Level	<u>4 Points</u> Level 1 - 4 Level 2 - 3 Level 3 - 2 Level 4 - 1 Level 5 - 0 Level 6 - 0 Level 7 - 0 Level 8 - 0 Non-compliant - 0	<u>8 Points</u> Level 1 - 8 Level 2 - 7 Level 3 - 6 Level 4 - 5 Level 5 - 4 Level 6 - 3 Level 7 - 2 Level 8 - 1 Non-compliant - 0		
Woman Owned	<u>2 Points</u> 51–100% - 2 0-50% - 0	<u>5 Points</u> 51–100% - 5 0-50% - 0		
Black Owned	<u>2 Points</u> 51–100% - 2 0-50% - 0	<u>3 Points</u> 51–100% - 3 0-50% - 0		
Youth	<u>1 Points</u> Yes – 1 No - 0	<u>2 Points</u> Yes – 2 No - 0		
People living with Disability	<u>1 Points</u> Yes – 1 No - 0	<u>2 Points</u> Yes – 2 No - 0		
Total				



Returnable Documents

Documents	Please tick of submitted
Original Certified BEE Certificate or an original Sworn Affidavit	
CIPC Document	
Original Sworn Affidavit	
CSD Report	

Failure on the part of the supplier to submit supporting documents/proof of specific goals for purposes of evaluation and scoring by RFQ closing will not result in disqualification (if tenderer is otherwise deemed to be responsive/acceptable in all other aspects). The tenderer will, however, be scored zero for Specific goals for purposes of PPPFA scoring and ranking.

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –



- (a) disqualify the person from the tendering process;
- (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

.....



Independent Communications Authority of South Africa

350 Witch-Hazel Avenue, Eco Point Office Park

Eco Park, Centurion

Private Bag X10, Highveld Park 0169

TERMS OF REFERENCE (TORs) FOR THE APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY AND DELIVER SEALING BAGS TO ICASA

1. SCOPE OF WORK

Procurement of the services of a suitably qualified and experienced service provider that will supply and deliver sealing bags as per below specifications.

ICASA will provide the corporate identity framework and Electronic Communications Act No 36 of 2005 to assist the service provider to produce sealing bags in line with the approved corporate identity and amended act.

2. REQUEST FOR PROPOSALS

Proposals are hereby invited from suitably qualified service providers to supply and deliver sealing bags to ICASA.

The service provider must:

- Demonstrate competence in supplying sealing bags to either public or private sector entities.

Specifications of Sealing Bags

The bags must be available in the following sizes: (Width x Length) ICA & ICB

Items Description	Serial number format	Dimension and size	Quantity
ICA Sealing Bags With ICASA logo underneath the serial number; No scannable code on the bag. (Please see attached photos).	ICA-40XXX; (ICA-40000 to ICA-41000)	Length = 59.8cm x Width = 45.6cm	4000
ICB Sealing Bags with ICASA logo underneath the serial number; No scannable code	ICB-40XXX; (ICB-40000 to ICB-41000)	Length = 66.2cm x Width = 55.6 cm.	4000



Independent Communications Authority of South Africa

350 Witch-Hazel Avenue, Eco Point Office Park

Eco Park, Centurion

Private Bag X10, Highveld Park 0169

on the bag. (Please see attached photos).			
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ICA-40XXX

Independent Communications Authority of South Africa
RADIO EQUIPMENT SEALED IN ACCORDENCE WITH THE ELECTRONIC COMMUNICATIONS ACT (ECA No 36 of 2005)
UNAUTHORISED OPENING OF THIS BAG COULD LEAD TO PROSECUTION
FOR FURTHER INFORMATION, CONTACT:
REGIONAL <u>OFFICE</u> :
TEL <u>NO.</u> :

Detailed Specifications

The sealing bags must be made from polyethylene.

The overall thickness of the material for the bags may not be less than one hundred and fifty (150) microns but no thicker than one hundred and sixty (160) microns.



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Eco Park, Centurion

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The top and bottom edges of the bag must be folded over and may not be heat sealed.

Only the side edges of the bag must be heat sealed. No heat seals on any other part of the bag, including the fold-over bottom or top edges or beneath the seal strip (other than adhering the seal strip). The heat seals on the side edges of the bag must be at least 6 mm to 10 mm wide.

The heat-sealed surface on the side edges must have a rough texture and a unique (e.g., wave) pattern, indicating attempts to cut the seal edge and reseal it. The side heat seals must be of such a fine texture that any attempt to enter the bag through the side seals must be visible.

The bag for normal use must be fully transparent with no writing or other printed information on one side, to allow for viewing the contents without the need to open it. The bag must display an indicative line for cutting open the bag at the bottom as the only legitimate means to access any material inside the bag. The cut indicator line must be printed on the bag on one side, at least 0.5 to 3 centimetres above the bottom fold of the bag. The cut indicator line must run from the right-hand side heat seal and end at least 1 centimetre before the left-hand heat seal to indicate that the cut may not cross the left-hand seal of the bag.

The bag must include a white background writing space which is writable with a black pen or marker for recording Information of the regional office that sealed the radio apparatus.

Note: The Act quoted in the example below the ICASA Logo is an old Act. New bags must reflect the current applicable Act, ECA No 36 of 2005.

The Seal

The process to seal the bag must not be complicated so as to prevent bags from not being sealed properly. A simple removable or tear off covering/strip or "runner to expose the seal strip adhesive to the bag surface is preferable.



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Eco Park, Centurion

Private Bag X10, Highveld Park 0169

The seal strip must be permanently attached to the bag, e.g. by being fixed or heat sealed to one side of the bag. It must be designed to show clear signs of any tampering where it is adhered to bag, such as any attempt made to cut through the heat seal, remove or replace it.

The sealing strip must consist of a double or multilayer tape and be constructed to tear easily when a physical attempt to open the seal is made, through introduction of micro slits/perforations or similar mechanism.

The multilayer tape must display an identifiable, clear visible pattern created by the various layers placed together once sealed.

The seal strip must incorporate a mechanism to show clear and permanent signs of tamper if the bag was exposed to any microwave irradiation

The seal "runner" must be transparent/clear.

All tamper sealing mechanisms must be tested at temperatures ranging between -20°C and 60°C and show visible evidence of tamper under these conditions.

Attempts to open the closed seal at elevated temperatures (>60°C) must result in the appearance of the words such as **VOID/OPEN** and/or the visible fragmenting of the closed seal, or heat damage (distortion/colour change) to the seal and the bag, before the adhesive is denatured to the point where the seal could be removed without signs of tamper.

Attempts to open the closed seal at ambient temperatures (18-36°C) must result in the appearance of the words such as **VOID/OPEN** and/or the visible fragmenting of the seal.

Attempts to open the closed seal at cold temperatures, below 10°C temperature, down to very low temperatures (freezing or using freezing liquids <0°C) must result in the appearance of the words such as **VOID/OPEN** and/or visible fragmenting of the seal.



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The seal or the bag must show clear and permanent signs of tamper if it was opened with any polar, non-polar, acid, or basic solvent.

After sealing, the bag must remain sealed and show signs of tamper for at least five (5) years after being sealed, when stored at room temperature (18 to 36°C). After sealing, the bag must remain sealed and show signs of tamper for at least five (5) years after being sealed, when stored at cold storage temperature (10 to -20°C).

GENERAL The factory where the bags are manufactured and assembled must be at least an ISO 9001:2008 or ISO 9001:2015 certified company. Documentary proof must be provided with the bid submission.

Due date of delivery: **31 August 2023**

Roles and Responsibilities of ICASA

ICASA will be responsible for supplying the successful service provider with the following:

- A Pdf Corporate Guidelines Manual;
- Electronic Logos to be used;
- Samples of the old bags

ICASA will request at least 10x samples prior to production.

For further clarity please contact:

- Masivuye Ncukana (012 568 3068/ MNcukana@icasa.org.za)
- Gerhardus Gerber (012 568 3063/ GGerber@icasa.org.za)

ICA-40XXX



**Independent
Communications Authority
of South Africa**

**RADIO EQUIPMENT SEALED IN ACCORDENCE WITH THE
ELECTRONIC COMMUNICATIONS ACT (ECA No 36 of 2005)**

**UNAUTHORISED OPENING OF THIS BAG COULD LEAD
TO PROSECUTION**

FOR FURTHER INFORMATION, CONTACT:

REGIONAL OFFICE :

TEL NO. :

100-20120



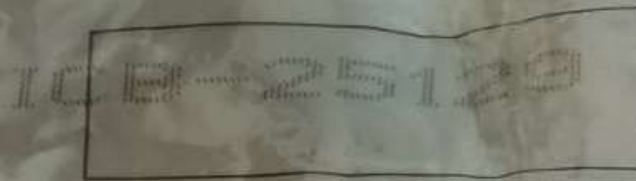
Independent
Communications Authority
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