



SPECIAL CONDITIONS OF CONTRACT 19/1/9/1/85TD (23)

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No enquiries will be addressed seven (7) days prior to the closing date and time of the bid.

15. CONTACT DETAILS

BID ENQUIRIES

All communication between the bidder and the SAPS: Procurement Management MGP & Services must be done in writing.

No enquiries will be addressed seven (7) days prior to the closing date and time of the bid.

Procurement Management MGP & Services

Address: 117 Cresswell Street, Weavind Park, Pretoria.

E-mail: Lallami@saps.gov.za

16. SECTION B

16.1 CONTRACT PERIOD

The contract period shall be for a period of three (3) years.

16.2 RIGHT OF AWARD

The South African Police Service reserves its following rights:-

- To award the bid in part or in full;
- Not to make any award in this bid;
- Award the bid to more than one bidder for the same line item;
- Clarify further technical information from any bidder after the closing date;
- Verify information and documentation of the respective bidder;
- To withdraw or amend any of the bid conditions by notice in writing to all bidders prior to closing of the bid and post award
- To carry out site inspections, product evaluations or explanatory meetings in order to verify the nature and quality of the services offered by the bidder(s), whether before or after adjudication of the bid
- To award a bid based on which bidder is offering the best value for money, even if such bid is not the lowest price.
- In the event that an incorrect award has been made or an error occurred during evaluation and adjudication phase, the South African Police Service reserves the right to remedy the matter in any manner it may deem fit.



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16.3 MULTIPLE AWARD

The South African Police Service reserves the right to award the same item to more than one supplier to address product availability and compatibility. Due diligence will be applied to ensure that pricing is affordable, market related and aligned to end-user requirements.

The following will be taken into consideration when awarding through a multiple award:

- a) Capacity to meet volume demand as per bid requirements
- b) Estimated volume to be supplied
- c) Risk to departments if the item is not available
- d) Source of the finished product, raw material and manufacturing site
- e) Previous performance of the bidder
- f) Example 1 – 50/50
Example 2 – 70/30
Example 3 - 60/40
Example 4 – 80/20

16.4 NEGOTIATIONS

The South African Police Service reserves the right to negotiate with the bidders prior to award and with the successful bidder(s) post award.

16.5 QUALITY

Where specific specifications and/ or standards are applicable on materials and supplies, the quality of products shall not be less than the requirements of the latest edition of such specifications and/or standards.

16.6 DELIVERY AND QUANTITIES

16.6.1 DELIVERY BASIS

Firm lead times for delivery must be quoted for the duration of the contract period.

16.6.2 QUANTITIES

Quantities cannot be guaranteed.

17. SECTION C



SPECIAL CONDITIONS OF CONTRACT 19/1/9/1/85TD (23)

17.1 ROLES AND RESPONSIBILITIES

17.1.1 CONTRACT ADMINISTRATION

The administration and facilitation of the contract will be the responsibility of SAPS Contract Management and all correspondence in this regard must be directed to the following address:

The Head: Procurement and Contract Management Supply Chain Management

Private bag x 254, Pretoria, 0001.

Contractors must advise the SAPS Contract Management immediately when unforeseeable circumstances will adversely affect the execution of the contract.

Full particulars of such circumstances as well as the period of delay must be furnished to the Section Head Bid Management: Supply Chain Management: SAPS – email: SmitJ3@saps.gov.za.

17.1.2 SUPPLIER PERFORMANCE MANAGEMENT

Supplier performance management will be the responsibility of end-users of SAPS and where supplier performance disputes cannot be resolved between the contractor and the relevant purchasing institution, SAPS Contract Management must be informed for corrective action.

Deliveries not complying with the order forms will be returned to the contractor at the contractor's expense.

17.2 POST-AWARD PRODUCT COMPLIANCE PROCEDURES

The following post-award product compliance procedures will apply:

17.3 QUALITY ADHERANCE

Bidder's attention is drawn to paragraph 8 of the General Conditions of Contract regarding inspection, tests and analysis.

If the delivered supplies are not in accordance with the contract requirements, the cost of inspections, tests and analysis done by an independent testing facility shall be paid by the contractor.

17.4 CONTRACT PRICE ADJUSTMENT



SPECIAL CONDITIONS OF CONTRACT 19/1/9/1/85TD (23)

17.4.1 Formula

Prices submitted for this bid will be regarded as firm and subject to adjustment(s) in terms of the following formula, defined areas of cost and defined periods of time.

Applications for price adjustments must be accompanied by documentary evidence in support of any adjustment claim.

The following price adjustment formula will be applicable for calculating contract price adjustments (CPA).

$Pa = (1-V) Pt \left(D1 \left[\frac{R1t}{R1o} \right] + D2 \left[\frac{R2t}{R2o} \right] + D3 \left[\frac{R3t}{R3o} \right] + \dots + Dn \left[\frac{Rnt}{Rno} \right] + VPt \right)$			
Pa	=	The new adjusted price to be calculated	
V	=	Fixed portion of the bid price (15% or 0.15)	
Pt	=	Original bid price. Note that Pt must always be the original bid price and not an adjusted price	
(1-V)Pt	=	Adjustable portion of the bid price (85% or 0.85)..	
D1 – Dn	=	= Each factor (or percentage) of the bid price, e.g., material, labour, transport, overheads, etc. The total of the various factors (or percentages) D1 – Dn must add up to 1 (or 100%).	
R1t – Rnt	=	= End Index. Index figure obtained from the index at the end of each adjustment period	
R1o – Rno	=	Base Index. Index figure at the time of bidding.	
VPt	=	15% (or 0.15) of the original bid price. This portion of the bid price 'remains fixed, i.e. it is not subject to price adjustment.	

17.5 FORMULA COMPONENT DEFINITIONS



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17.5.1 Adjustable amount

The adjustable amount is the portion of the bid price which is subject to adjustment. In this bid the adjustable amount is 85% of the original bid price. For example, if the bid price is R1000, then only R850 will be subject to adjustment.

17.5.2 Fixed portion

The fixed portion represents those costs which will not change over the adjustment period and DOES NOT represent the profit margin. In this bid the fixed portion is 15% of the original bid price. Using the same example as above, it would amount to R150 which will remain fixed over the contract period.

17.5.3 Cost components and proportions

- a) The cost components of the contract price usually constitute the cost of materials (raw material or finished product), cost of direct labour, cost of transport and those other costs which are inclined to change. The proportions are the contribution to the contract price of each of these cost components. In this bid the following cost components will be used to calculate contract price adjustments.
- b) Bidders are requested to submit the cost breakdown of the bid price for each item with their bid. Should the cost breakdown be the same for all items on the bid, please indicate it clearly in the bid document. Successful bidders will not be allowed to change the cost breakdown of bid prices during the tenure of the contract.
- c) In a case where the same cost components are applicable to all items offered please fill out the Cost components document attached with the bid other than that cost components must be indicated on each line item when finalising pricing schedule.

Cost Component	% Contribution
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SPECIAL CONDITIONS OF CONTRACT 19/1/9/1/85TD (23)

D1- Imported Raw Material / Finished product (if applicable)	
D2 - Local Raw Material / Finished product (if applicable)	
D3 - Labour	
D4 - Transport	
D5 – Housing and utilities	
D6 – Other	
TOTAL (Cost components must add up to 100%)	100 %

17.5.4 Applicable indices / references

The applicable index refers to the relevant market index, which is a true reflection of price movement(s) in the cost over time. In this bid the following indices or reference will be applicable:

Cost component	Index Publication	Index Reference
D1 – Imported Raw Material / Finished product (if applicable)	Supplier / Manufacturer invoice(s) and remittance	Documentary evidence to accompany claim.
D2 - Local Raw Material / Finished product (if applicable)	STATS SA P0142.1 (PPI) Table 1	Textiles, clothing and Footwear – Clothing OR Documentary evidence to accompany claim
D3 - Labour	STATS SA P0141 (CPI), Table E OR Labour agreement2	Table E - All Items OR Labour agreement to be provided
D4 – Transport	STATS SA P0141 (CPI) Table E	Table E - Transport – Other Running Cost
D5 – Housing and utilities	STATS SA P0141 (CPI) Table E	Table E – Housing and utilities Headline
D6 – other	Specify	Documentary evidence to accompany application

17.5.5 Base Index Date



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The base index date applicable to the formula is defined as the date at which the price adjustment starts. In this bid the base index date is 2023-01-01.

17.5.6 End Index Date

The end index dates are the dates at predetermined points in time during the contract period. In this bid the end indices are defined in the next paragraph (Price Adjustment Periods).

17.5.7 Price Adjustment Periods

Adjustment to contract prices must be applied for after one year period of the signing of the contract at The Head: Procurement and Contract Management Supply Chain Management Private bag x 254, Pretoria, 0001.

Contractors must advise the SAPS Contract Management immediately when unforeseeable circumstances will adversely affect the execution of the contract.

Full particulars of such circumstances as well as the period of delay must be furnished to the Section Head Bid Management: Supply Chain Management: SAPS – email: SmitJ3@saps.gov.za.

17.6 RATES OF EXCHANGE (ROE) – BASE AND AVERAGE RATES

In the event where material and/or finished products are imported the following will apply:

The formula described above will be used and the imported cost component of the bid price (D1) will be adjusted taking into account the base RoE rate and the average RoE rate.

In the event where the RoE adjustment goes hand in hand with a material/product price increase, the material/product price (in foreign currency) will be converted to South African currency using the base

The imported cost component (D1) will be adjusted together with all the other cost components. Rate(s) of exchange to be used in this bid in the conversion of the bid price of the item(s) to South African currency is indicated in the table below.



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Currency	Rates of exchange 12-month average for the contract period
US Dollar	16,36317375
Pound Sterling	20,17991158
Euro	17,291054
Yuan	2,430866

Should the bidder make use of any other currency not mentioned above, the bidder is requested to calculate the average, using the Reserve Bank published rates for the specific currency. Visit www.reservebank.co.za to obtain the relevant rates.

Contract price adjustments due to rate of exchange variations are based on average exchange rates as published by the Reserve Bank.

18. GENERAL

Unless prior approval has been obtained from SAPS Contract Management, no adjustment in contract prices will be made.

Applications for price adjustment must be accompanied by documentary evidence in support of any adjustment.

CPA applications will be applied strictly according to the specified formula and parameters above as well as the cost breakdown supplied by bidders in their bid documents.

In the event where the supplier's CPA application, based on the above formula and parameters, differs from Contract Management SAPS verification, Contract Management SAPS will consult with the supplier to resolve the differences. The South African Police Service reserves the right to negotiate amended contract prices at any stage prior to the final notification to end users.

19. BREACH OF CONTRACT



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The South African Police Service reserves the right to terminate the contract(s) if the contractor does not honour contract(s) obligations including submission of information.

20. PACKAGING

Goods supplied must be packed in suitable packaging before distribution to end users.

NAME OF BIDDER:

NAME OF CONTACT PERSON:

CAPACITY:

SIGNATURE: DATE:



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DEVIATION SHEET: Bid 19/1/9/1/85 TD (23)

To all bidders:

Please complete the deviation sheet for **all alternative or additional offers made.**

Please complete the deviation sheet for all paragraphs in the specification that you comment **“Do not comply”**

Specification paragraph:

Reason:

Offered:

Specification paragraph

Reason:



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DEVIATION SHEET: Bid 19/1/9/1/85 TD (23)

<i>Offered:</i>	
Specification paragraph	
<i>Reason:</i>	
<i>Offered:</i>	



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DEVIATION SHEET: Bid 19/1/9/1/85 TD (23)

**PRICING SCHEDULE – FIRM PRICES
(PURCHASES)**

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder..... Bid number 19/1/9/85TD (23)

Closing Time 11:00 Closing date: 2024-01-22

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

Item Nr	ICN NUMBER	DESCRIPTION	QT	BID PRICE IN RSA CURRENCY ** (ALL APPLICABLE TAXES INCLUDED)	COUNTRY OF MANUFACTURE
1	9825T05088021	SUPPLY OF PORTABLE HANDHELD RAMAN SPECTROMETER	1		
2	9825T05087843	DELIVERY COST PRETORIA	1		
3	9825T05088022	COMMISSIONING OF PORTABLE HANDHELD RAMAN SPECTROMETER	1		
4	7010T05087998	CPU, LAPTOP, PORTABLE HANDHELD RAMAN SPCTROMETER	1		
5	9825T05088023	TRAINING FOR PORTABLE HANDHELD RAMAN SPECTROMETER	1		
6	9825T05060828	MAINTENANCE SERVICE AND REPAIR, PORTABLE RAMAN SPECTROMETER	1		
7	7030T05088247	SPECTRAL LIBRARIES ALL-INCLUSIVE RAMAN DATABASE WITH PERPETUAL LICENSES AND SOFTWARE	1		

- Required by: **DETECTIVE AND FORENSIC SERVICES**

- At: **SAPS Forensic Science Laboratory Pretoria (GP)**

As per address list Annexure "A" of the specification

COUNTRY OF MANUFACTURE

- Brand and model

- 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.

*Delete if not applicable

BIDDER'S DISCLOSURE

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 institution

2.2 Do you, or any person connected with the bidder, have a relationship

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.

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with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....
.....

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

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.

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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.

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

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
- 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 **80/20** preference point system.
 - b) 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:

80/20

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Type equation here.

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest 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 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 (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Persons historically disadvantaged on the basis of race with at least 51% ownership	5 points	
Persons historically disadvantaged on the basis of gender with at least 51% ownership by woman	5 points	
Persons with at least 51% ownership who are youth	5 points	
Persons historically disadvantaged by unfair discrimination on the basis of disability with at least 51% ownership	5 points	

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 property
 Close corporation
 Public Company

- Personal Liability Company (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

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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:
.....	
.....	
.....	

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BID SPECIFICATION FOR THE SUPPLY, DELIVERY, COMMISSIONING AND TRAINING OF A PORTABLE HANDHELD RAMAN SPECTROMETER FOR THE FORENSIC SCIENCE LABORATORY: SCIENTIFIC ANALYSIS SECTION, INCLUDING SERVICE AND MAINTENANCE FOR A PERIOD OF THREE YEARS

I. SPECIFICATION INSTRUCTION & BACKGROUND

This specification calls for the supply and delivery of a portable handheld Raman spectrometer to be used in the Scientific Analysis Section, of the South African Police Service (SAPS), Forensic Science Laboratory (FSL).

Service rendered has to comply with the specifications as set out in this document.

The requested documentation must be supplied with the bid proposal and the bid document must be completed in full.

II. TECHNICAL REQUIREMENTS

The bidder must indicate in writing with a **Comply** for compliance with the requirements and a **Not Comply** for non-compliance with the requirements in the relevant column of every specification field.

Do not make a tick (✓) or an (X) on the specified area.

No	DESCRIPTION	BIDDER COMPLY OR NOT COMPLY
1.	REQUIREMENTS OF THE PORTABLE HANDHELD RAMAN SPECTROMETERS FOR THE SCIENTIFIC ANALYSIS SECTION.	
1.1	The Scientific Analysis Section of the SAPS Forensic Science Laboratory (FSL), 270 Pretoria road, Silverton requires the supply and commissioning of a portable handheld Raman spectrometers. The Raman instruments must be able to perform routine analysis of explosives, chemical warfare agents, environmental pollutants, polymers, petrochemicals, pesticides, herbicides, textile fibres, accelerants, improvised explosives, pharmaceuticals, narcotics, oils, paints, toxic chemicals, and general chemicals.	
1.2	The bidder must be in a position to provide the SAPS with an operational demonstration of the portable handheld Raman spectrometer being offered or a similar model on request in the Republic of South Africa.	

GGQ PC EADS pm
PLR MM JH TM

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BID SPECIFICATION FOR THE SUPPLY, DELIVERY, COMMISSIONING AND TRAINING OF A PORTABLE HANDHELD RAMAN SPECTROMETER FOR THE FORENSIC SCIENCE LABORATORY: SCIENTIFIC ANALYSIS SECTION, INCLUDING SERVICE AND MAINTENANCE FOR A PERIOD OF THREE YEARS

No	DESCRIPTION	BIDDER COMPLY OR NOT COMPLY
1.3	Due to the extreme productivity demand, efficient support for the lifetime of the portable handheld Raman spectrometer, which is expected to be at least 10 years, must be readily provided by the supplier.	
1.4	A trained service technician must be able to be on-site to repair the problem or address the issue within three working days after the problem has been reported.	
1.5	The system must comply with the following minimum general specifications for portability and durability:	
1.5.1	a) The Raman instrument must be portable in size.	
1.5.2	b) Internal Battery: at least 5 hours continuous use and rechargeable	
1.5.3	c) A minimum of three rechargeable spare batteries with cables and charging dock station or other charging accessories must be supplied by bidder.	
1.5.4	d) Weight: Not more than 3 kg including the battery.	
1.5.5	e) Must be dust and water proof -	
1.5.6	f) Must pass MIL STD 810 G or better. -	
1.5.7	g) Must be resistant to a wide range of solvents.	
1.6	The portable handheld Raman spectrometer must be supplied in a heavy duty, compact and ruggedized carry case that prevents physical damage and can accommodate all accessories that come with the instrument.	
1.7	The portable handheld Raman spectrometer must not require any sample preparation and it must be suitable to analyse solids, powders, gels and liquids and through packaging material like plastic bags and bottles.	

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BID SPECIFICATION FOR THE SUPPLY, DELIVERY, COMMISSIONING AND TRAINING OF A PORTABLE HANDHELD RAMAN SPECTROMETER FOR THE FORENSIC SCIENCE LABORATORY: SCIENTIFIC ANALYSIS SECTION, INCLUDING SERVICE AND MAINTENANCE FOR A PERIOD OF THREE YEARS

No	DESCRIPTION	BIDDER COMPLY OR NOT COMPLY
1.8	The portable handheld Raman spectrometer must be supplied with standard and optional sampling adapters/accessories.	
2.	THE PORTABLE HANDHELD RAMAN SPECTROMETERS	
2.1	The instrument must have a 1064nm laser with adjustable laser power.	
2.2	The instrument must generate spectra of high quality across the spectral range.	
2.3	The analysis and the library searching must not be more than 3 minutes.	
2.4	The resolution of the spectrometer must be at least 8 cm ⁻¹ or better.	
2.5	The Raman spectrometer must be able to perform mixture analysis of at least 3 chemical components and present the results on one report.	
2.6	The Raman spectrometer must be able to analyse and identify fluorescent chemical compounds.	
3.	OPTICS	
3.1	All optical surfaces must have an inert coating, for protection.	
3.2	The Source must at least cover the range between 200 - 2400 Raman shift/cm ⁻¹ or better.	
3.3	The Raman spectrometer must include an on-board camera to capture an image of the sample and include it on the report. The camera must be able to capture good quality images in all light conditions.	

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