



# Scope of Work

## 1. BACKGROUND

The Manufacturing, Engineering and Related Services Sector Education and Training Authority (merSETA) was established in 2000 to promote skills development in terms of the Skills Development Act (Act No. 97 of 1998 as amended). The merSETA facilitates skills development in the manufacturing, engineering, and related services that encompass the following sectors: Automotive, Metal, Motor, Tyre, Plastics, and Automotive Components Manufacturing.

## 2. PURPOSE

- 2.1. The merSETA organisation hereby request a service provider to supply the assets barcode for all the merSETA Assets.
- 2.2. The merSETA has a number of three thousand and four (3004) assets on the fixed assets register currently and has potential to increase those assets.
- 2.3. The merSETA has seven (7) regional offices, head office and two (2) satellite offices in total where these assets are currently located.

## 3. SCOPE OF WORK

**Below is the scope of work the merSETA would like to be covered:**

- 3.1.1. The service provider must be able to provide asset tags of a number of 10 000 that meet the following criteria:
  - Barcode must be flexible and can adhere to any surface whether curved or flat asset.
  - This barcode must be human readable tags.

- Must be 3D coded and QR coded (scannable)
- Must have our company name.
- Must be laser tags.
- Must be compatible with the scanners.
- Must be resistant to heat abrasion and chemical.
- It must not be removable without the destruction of the label.
- Tamper proof labels
- The width must be 39,00 mm and height 14,00 mm
- The sequence of numbers will be provided by merSETA according to the current Fixed Asset Register

#### 4. MANDATORY REQUIREMENTS

- 4.1. The service provider must provide sample before the closing date and time of the RFQ. **(Failure to submit sample will lead to disqualification of the quotation)**
- 4.2. The service provider must be able to supply the asset tag numbers within ten (10) working days after award.

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Delivery Address: Block C, Metropolitan Park, 8 Hillside Rd,  
Parktown, Johannesburg, 2193

Sample delivery address: Block C, Metropolitan Park, 8 Hillside Rd,  
Parktown, Johannesburg, 2193

Time: between: 09:00am to 15:00

