

**SPECIFICATION  
REFLECTIVE MARKINGS FOR POLICE TRAILERS**

DATE: 2022-09-26

SPEC: 323260/2022

DESCRIPTION	PARTICULARS OF BID
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STATE UNDER PARTICULARS OF BID AGAINST EACH REQUIREMENT WHETHER THE BID COMPLY OR DO NOT COMPLY WITH THE REQUIREMENT OF THE SPECIFICATION	STATE COMPLY / NOT COMPLY
<b>SCOPE OF REQUIREMENT:</b>	
<i>Marking of South African Police Service Trailers (Toilet Trailers, Horse Box, Road Block Trailers, Luggage Trailers, K9 Dog Trailers)</i>	

1.	<b><u>GENERAL:</u></b>	
1.1	The South African Police Service requires visibility and identification markings, which are <i>to be die-cut or computer-cut and</i> applied/fitted to identified trailers for national standardization and uniformity of appearance of the SAPS vehicle fleet.	State: _____
1.2	All prices for marking and partial marking must be filled in, on a CD/USB provided by the SAPS. Bidders must fill all required fields on the CD/USB and return with the bid documents on the closing date and time of the Bid. Partial marking for repairs on the trailers must also be part of the bid and be priced as per the CD/USB. Failure to comply will invalidate the bid.	State: _____
1.3	In the event of damage to one specific side of a trailer, all the old markings on the particular side must be replaced with new markings as described in this specification. The successful bidder will be responsible to purchase the required material from the specific material manufacturer/distributor.	State: _____
1.4	In the event of the marked trailer not complying with this specification, all existing markings must be removed and the trailer remarked according to this specification.	State: _____
1.5	The successful bidder must submit a letter from the manufacturer, every six (6) months after signing a contract with the SAPS, for the duration of the contract, confirming that the material complies with all relevant SANS, ECE and SABS or Higher specifications.	State: _____

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1.6	After the award of the Bid, the Bidder shall be allowed a period of 30 calendar days to set up his/her logistics in order to commence delivery to the respective SAPS Garages and New Vehicle Warehouse sites. In the event that a Bidder is not in a position to deliver material to the SAPS during this period, the SAPS reserves the right to place Written or Electronic Orders at any Original Equipment Manufacturer (OEM) or on a quotation-basis, as the SAPS deems fit in its sole discretion.	State: _____
2.	<b><u>SPECIFICATION</u></b>	
2.1	<b><u>MATERIAL</u></b>	
2.1.1	All relevant material must be supplied by the bidder.	State: _____
2.1.2	<p>The material shall comply with the requirements of SANS 1519-1 and SANS 20104 (ECE R104). The bidder must obtain the following latest test reports from the reflective material manufacturer and include the valid test reports with the bid:</p> <ul style="list-style-type: none"> <li>• <b><i>Full compliance of the fluorescent reflective yellow-green prismatic material to requirements of the newest version of SANS 1519-1 or equivalent or higher.</i></b></li> <li>• <b><i>Full compliance of the white and blue reflective vehicle fleet marking grade material to requirements of the newest version of SANS 20104 (ECE R104) or equivalent or higher.</i></b></li> <li>• <b><i>Full compliance of the red reflective vehicle fleet marking grade material to requirements of the newest version of SANS 20104 (ECE R104) or equivalent or higher.</i></b></li> </ul>	<p>State: _____</p> <p>State: _____</p> <p>State: _____</p>
2.1.3	All material used to be die-cut or computer-cut and supplied in kit form for the particular trailer.	State: _____
2.1.4	The material used for lettering and wording shall be rounded with a 3 mm radius on the corners.	State: _____
2.1.5	The material used for stripes and panels shall be rounded with a 5 mm radius on the corners.	State: _____

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2.2	<p>The design layout contains four (4) colours:</p> <p>A. <b>Yellow-green</b>, fluorescent reflective material (Prismatic).</p> <p>B. <b>White</b> reflective material (vehicle fleet marking grade material).</p> <p>C. <b>Blue</b> reflective material (vehicle fleet marking grade material).</p> <p>D. <b>Red</b> reflective material (vehicle fleet marking grade material)</p>	<p>State: _____</p> <p>State: _____</p> <p>State: _____</p> <p>State: _____</p>
2.3	<p>The fluorescent, reflective material must be sealed on the edges along the lengths to prevent dirt from accumulating and water penetrating the material if it is an open-cell structure material.</p>	<p>State: _____</p>
2.4	<p>Reflective material shall contain watermarks for purposes of on- trailer traceability, warranty enforcement and anti-counterfeiting in accordance with this specification, as follows:</p>	<p>State: _____</p>
2.4.1	<p>Watermarks consisting of the name or logo of the manufacturer of the reflective material, shall be indelibly embedded in the Fluorescent yellow green prismatic material.</p>	<p>State: _____</p>
2.4.2	<p>Watermarks, consisting of the Approval Mark as described in paragraphs 4.1, 5.4 &amp; Annex 3 of SANS 20104 (ECE R104), shall be indelibly embedded in the Blue reflective fleet marking grade material.</p>	<p>State: _____</p>
2.4.3	<p>The letter size of the name of the manufacturer of the reflective material shall be 6mm (±2mm).</p>	<p>State: _____</p>
2.4.4	<p>The approval mark and reflective material manufacturer's name or logo watermark shall be positioned in a horizontal line/plane and in a vertical line/ plane for sheeting and horizontal for strips on a roll. The approval mark and name or logo of the manufacturer must be legibly displayed on the sheeting/roll strips respectively.</p>	<p>State: _____</p>



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3.	<b><u>DESIGN</u></b>	
3.1	<b>Front of Trailer</b>	
3.1.1	<b>Nose Cone (if fitted):</b>	
3.1.1.1	A set of yellow-green, fluorescent, reflective stripes (prismatic) and blue reflective stripes, in parallel, on either side of the nose cone.	State: _____
3.1.1.2	The outer stripes to be yellow-green, and the inner stripes to be blue.	State: _____
3.1.1.3	Each yellow-green and blue stripe to be 50 mm in width with a parallel gap of 35 mm between each yellow-green and blue stripe. The stripes may be proportionately trimmed in a straight line and the parallel gap may be proportionately adjusted to the design and type of the nose cone.	State: _____
3.1.1.4	This combination must commence from the outside to the inside of the nose cone and be centralized taking into account the width and length of the nose cone. Each corresponding strip must meet in the middle of the nose cone in a V format.	State: _____
3.1.1.5	Contours of the nose cone need to be taken into consideration when these stripes are positioned.	State: _____
3.1.1.6	A 50 mm wide horizontal stripe of blue reflective material positioned along the bottom of the nose cone (front and sides).	State: _____
3.1.2	<b>Front Panel</b>	
3.1.2.1	The word POLICE (font: Square 721 ) in white reflective material, 700 mm in length and 120 mm letter height positioned on a blue reflective rectangular panel, 730 mm in length and 150 mm in height.	State: _____
3.1.2.2	This combination is positioned on the front of the trailer panel, centred both horizontally and vertically considering the width and height of the panel excluding the nose cone if fitted.	State: _____

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3.1.2.3	A set of yellow-green, fluorescent, reflective stripes (prismatic) and blue reflective stripes, in parallel, on either side of the front panel.	State: _____
3.1.2.4	The outer stripes to be yellow-green, and the inner stripes to be blue.	State: _____
3.1.2.5	Each yellow-green and blue stripe to be 50 mm in width with a parallel gap of 35 mm between each yellow-green and blue stripe. The stripes may be proportionately trimmed in a straight line and the parallel gap may be proportionately adjusted to the design and type of the front panel.	State: _____
3.1.2.6	This combination must commence from the outside to the inside of the front panel and be centralized to either side of the word POLICE and in a V format.	State: _____
3.1.2.7	Contours of the front panel need to be taken into consideration when these stripes and wording are positioned.	State: _____
3.1.3	<b>Side of trailers:</b>	
3.1.3.1	<p>The markings on the side of a trailer shall comprise of:</p> <p>3 x Horizontal stripes positioned in parallel along the length/sides of the trailer.</p> <p>(a) The top stripe to be yellow-green, fluorescent, reflective (prismatic), 50 mm wide.</p> <p>(b) The middle stripe to be blue reflective, 120 mm wide.</p> <p>(c) The bottom stripe to be yellow-green, fluorescent, reflective (prismatic), 50 mm wide.</p> <p>(d) This combination sequence must be centralized taking into account the height of the trailer excluding the ground clearance taking the contours of the trailer into consideration and following a straight line as far as possible.</p>	<p>State: _____</p> <p>State: _____</p> <p>State: _____</p> <p>State: _____</p>
3.1.3.2	The word POLICE (Font: Square 721) in blue reflective material 1000 mm in length and 150 mm letter height	State: _____



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	positioned centrally on a white reflective rectangular panel 1030 mm in length and 180 mm in height.	State: _____
	(a) The white panel shall be parallel and centralized with the horizontal plane of the bottom edge of both sides of the trailer, and the bottom edge of the white panel shall be approximately 5 mm above the bottom edge of the trailer.	State: _____
	(b) The design and type of the trailer must be considered which may be necessary to move the word POLICE to an appropriate space.	State: _____
3.1.3.3	The words CRIME STOP on a top line and 08600 10111 on a bottom line (single space gap between 08600 and 10111). The words (Font: Square 721) in blue reflective material 370 mm in length for CRIME STOP and 370mm in length for 08600 10111, with 60 mm letter height (per line) positioned centrally on a white reflective rectangular panel 400 mm in length and 150 mm in height.	State: _____
	(a) The white reflective, rectangular panel shall be parallel with the horizontal plane of the bottom edge of both rear sides of the trailer, positioned in the lower centre of the sides of the trailer and in line with the centre of the word POLICE. The design and type of the trailer must be considered.	State: _____
	(b) In the case where the layout of the side of the trailer affects the placement of the white reflective, rectangular panel:	State: _____
	(i) The white panel with wording must be positioned on the rear panel of the trailer, below the yellow-green, blue, yellow-green stripe sequence towards the bottom middle of the panel.	State: _____
	(c) If the words and panel referred to in par 3.1.3.3 above, cannot be positioned below the yellow-green, blue, yellow-green stripe sequence, the dimensions are amended as follows: the words CRIME STOP and 08600 10111 (single space gap between 08600 and 10111), in one line (Font: Square 721), in blue reflective material 620 mm in length, with 45 mm letter height, positioned centrally on a white reflective, rectangular	

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3.1.3.4	<p>panel 650 mm in length and 50 mm in height. The white panel with wording must be positioned on the rear panel, below the yellow-green, blue, yellow-green stripe sequence towards the bottom middle of the rear panel.</p> <p>1 x 50 mm Wide horizontal stripe of blue reflective material, positioned along the bottom of the trailer (front, sides and back/rear).</p> <p>(a) The bottom edge of the stripe shall be in line with the bottom of the word POLICE or the top edge of the stripe shall be in line with the top of the word POLICE.</p> <p>(b) The height of the stripe to be continuous along and around the vehicle, however, a minor deviation will be allowed depending on the design of the trailer in respect of the front, sides and back/rear.</p>	<p>State: _____</p> <p>State: _____</p> <p>State: _____</p> <p>State: _____</p>
3.1.4	<b>Rear of trailer</b>	
3.1.4.1	<p>The markings on the rear/back of a trailer shall comprise of:</p> <p>(a) The same sequence of yellow-green, blue, yellow-green stripes continue on the back/rear of <b>ALL</b> trailers.</p> <p>(b) The word POLICE (Font: Square 721) in white reflective material 620 mm in length and 100 mm letter height must be positioned centrally on a blue reflective rectangular panel 650 mm in length and 120 mm in height. The panel with wording shall be positioned centrally on the back/rear lower part of the panel.</p> <p>(c) If the panel with wording is bigger than the area on the lower part of the panel, where it is supposed to be positioned, the panel with wording must be reduced proportionately.</p> <p>(d) If the panel with wording cannot be positioned on the back/rear panel of the trailer, a suitable place must be found for it to be positioned on the right hand side of the back/rear of the trailer. If necessary, the panel with wording must be reduced proportionately.</p> <p>(e) The same sequence of the blue reflective 50 mm stripe continues around the bottom of the trailer (back/rear</p>	<p>State: _____</p> <p>State: _____</p> <p>State: _____</p> <p>State: _____</p>

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	<p>area). There must be a spacing for the positioning of the panel with wording POLICE.</p>	<p>State: _____</p>
(f)	<p>A yellow-green stripe (50 mm height) must be fitted and positioned below the blue reflective 50 mm stripe along the back/rear lower panel area. There must be a spacing for the positioning of the panel with the wording POLICE.</p>	<p>State: _____</p>
3.1.4.2	<p>The extra markings for the rear of a trailer:</p>	
(a)	<p>Three stripes in blue reflective material 20 mm each, positioned with 10 mm gaps, fitted on either side of the top part of the trailer.</p>	<p>State: _____</p>
(b)	<p>The number 10111 with the telephone symbol to be situated in the middle of the combination of the two sets of three blue stripes (Font: Square 721, 100 mm letter height) in blue reflective material. The number with the telephone symbol must be positioned in the opening that is created between the two sets of three blue stripes.</p>	<p>State: _____</p>
3.1.4.3	<p>The extra markings on trailer used for transportation of dogs:</p>	
(a)	<p><b>Sides of trailer:</b> The words CAUTION DOGS IN TRANSIT in a straight line (Font: Square 721) in red reflective material 500 mm in length and 100 mm letter height must be positioned centrally on a white reflective rectangular panel 550 mm in length and 120 mm in height. The panel with wording shall be positioned centrally above all doors on both sides of the trailer. If necessary, the panel with wording must be reduced proportionately.</p>	<p>State: _____</p>
(b)	<p><b>Rear of trailer:</b> The words CAUTION on a top line and DOGS IN TRANSIT on a bottom line (Font: Square 721) in red reflective material 500 mm in length and 100 mm letter height must be positioned centrally on a white reflective rectangular panel 550 mm in length and 120 mm in height. The panel with wording shall be positioned centrally on the back/rear lower part of the panel above the blue reflective 50mm stripe. If</p>	





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	necessary, the panel with wording must be reduced proportionately.	State: _____
3.1.4.4	The extra markings on trailer used for transportation of horses:	
	(a) <b>Sides of trailer:</b> The words CAUTION on a top line and HORSES IN TRANSIT on a bottom line (Font: Square 721) in red reflective material 500 mm in length and 100 mm letter height must be positioned centrally on a white reflective rectangular panel 550 mm in length and 120 mm in height. The panel with wording shall be positioned centrally below the POLICE STAR on both sides of the trailer. If necessary, the panel with wording must be reduced proportionately.	State: _____
	(b) <b>Rear of trailer:</b> The words CAUTION on a top line and HORSES IN TRANSIT on a bottom line (Font: Square 721) in red reflective material 500 mm in length and 100 mm letter height must be positioned centrally on a white reflective rectangular panel 550 mm in length and 120 mm in height. The panel with wording shall be positioned centrally on the back/rear door(s) of the trailer below the middle lower 50mm blue reflective stripe. If necessary, the panel with wording must be reduced proportionately.	State: _____
3.1.5	<b>POLICE STAR</b>	
3.1.5.1	A POLICE STAR must be positioned in the middle of the sides of the trailer in the middle of the combined yellow-green, blue, yellow-green stripe sequence.	State: _____
	(a) The POLICE STAR must be cut with a continuous border of 10 mm throughout.	State: _____
	(b) The POLICE STAR must be positioned in an opening that is created when the combined yellow-green, blue and yellow-green stripes are discontinued. This opening must be rounded to create a partial circular shape opening for the police star to be positioned.	State: _____
	(c) The POLICE STAR must be silk-screened on top of white reflective material with a clear coating to protect the Coat of Arms.	State: _____

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	(d) Size of the POLICE STAR: diameter = 270 mm (star point-to-point including the 10mm border around)	State: _____
	(e) The POLICE STAR must not be fitted too high as to create a rounding and it must be ensured that the POLICE STAR has no defects, bubbles, etc. to create a flawed impression.	State: _____
3.1.6	All trailers must also be marked according to the requirements of the National Road Traffic Act 93 of 1996 (namely, vehicle conspicuity tape/contour markings).	State: _____
3.2	All windows and surface areas on doors which are ventilated (holes) for purpose of air circulation (dogs/horses) shall not be marked.	State: _____
4.	<b><u>APPLICATION/FITMENT OF MARKINGS TO THE TRAILERS</u></b>	
4.1	It is required of the successful bidder to comply with, supply and apply/fit all markings according to the specification.	State: _____
4.2	One (1) month stock holdings of various kits and materials as required to be on-site and each fitment centre to be operational (on-line) at all times.	State: _____
4.3	No delays due to stock shortages are acceptable.	State: _____
4.4	There must be a sufficient number of skilled staff at each centre to attend to trailer markings.	State: _____
4.5	The environment in which the trailers are marked and or partially marked shall be under cover, protected from wind, rain and dust, and comply with Occupational Health and Safety Act 85 of 1993.	State: _____
4.6	The successful bidder shall have the capacity to fully mark ten trailers per one (1) working day.	State: _____
4.7	It would be required of the successful bidder to implement a marking programme for all SAPS Garages and New Vehicle Warehouse sites that complies with the new vehicle specification i.e. working catalogue for easy reference with pricing for partial marking orders. SAPS to be supplied with copies of this catalogue.	State: _____

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4.8	The markings are to be applied to various trailer types and for this reason, the exact dimensions could vary.	State: _____
4.9	Photographs (front, both sides and back/rear), shall be taken by the successful bidder of every trailer which is marked, and these shall be kept on record by the successful bidder for subsequent inspection, quality control, comparison and monitoring by the successful bidder and SAPS.	State: _____
	(a) The photographs must clearly indicate the number plate number of the vehicle and/or the VIN/CHASSIS number (written on a chalkboard/whiteboard, the writing of which is clearly legible in the photograph).	State: _____
4.10	The purpose of the photographic record is to ensure national standardization and uniformity of appearance.	State: _____
4.11	Partially marked trailers must be photographed before and after marking. Photographs must be clearly marked "before" and "after" and according to par 3.2.9.	State: _____
	(a) Invoices submitted for payment on every job must be accompanied by a "before" and "after" photograph.	State: _____
4.12	No loose ends may occur after the application of the markings.	State: _____
4.13	Each panel and stripe to have a 5 mm clearance from all edges, namely, edges of panels, etc.	State: _____
4.14	No marking must be cut on the panels/fairings.	State: _____
4.15	No overlapping of material will be accepted, except where specified.	State: _____
4.16	Adhesive for the application of the markings to the trailers must be of a high performance, permanent, clear acrylic and pressure sensitive type.	State: _____
4.17	Only approved cleaning fluids not harmful to the paintwork of the trailer to be used in pre-application cleaning.	State: _____
4.18	No heavy solvents or abrasive chemicals to be used.	State: _____

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4.19	No air bubbles shall be evident after the markings (tape) are applied.	State: _____
4.20	All panels and stripes must be perfectly lined up and cut perfectly straight.	State: _____
4.21	Lettering shall also be centralized to ensure a professional appearance.	State: _____
4.22	A full computerised cutting /die-cutting method must be used for lettering.	State: _____
4.23	No silk-screening or digital printing will be accepted except for the POLICE STAR.	State: _____
4.24	No style of font other than that which is specified may be used. However the prescribed/specified font may be condensed to compromise for insufficient space. However this must be proportional.	State: _____
4.25	Cleaning the trailers and markings with mild solvents and power washing (fan spray only; no jets) without damaging the markings must be possible.	State: _____
5.	<b><u>SAMPLES</u></b>	
5.1	Samples of all requested material types and colours must be submitted with the bid and clearly marked with the product name as well as the bidder's name and the samples should not exceed 1m in size. Failure to comply will result in disqualification.	State: _____
6.	<b><u>DOCUMENTATION</u></b>	
6.1	All supporting documentation must be attached to verify competency, i.e. SABS test results, ECE Mark approvals, and other trailer marking projects.	State: _____
6.2	References and photographs regarding other trailer marking projects completed and similar to these requirements must be submitted with the bid.	State: _____

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7.	<b><u>PROTOTYPE MARKINGS</u></b>	
7.1	Short listed bidder(s) will be requested to mark one (1) SAPS trailer as prototype markings at the bidders expense.	State: _____
7.2	The trailer must be marked at a premises decided upon by the SAPS, on request of the Bid Evaluation Committee.	State: _____
7.3	The trailers will be subjected to strict inspections and acceptance by members of the SAPS Bid Evaluation Committee. None compliance with the specification for marking will result in disqualification.	State: _____
8.	<b><u>PATENT RIGHTS</u></b>	
8.1	The SAPS will not be responsible for any violations on patent rights.	State: _____
8.2	If any aspect of the specification reflects on such a violation, it must be understood that it was done completely unintentionally.	State: _____
9.	<b><u>COPYRIGHT</u></b>	
9.1	The SAPS retains all rights to this unique design.	State: _____
9.2	Only a company with written authority/permission may apply this design to SAPS trailers for the duration of this contract only.	State: _____
9.3	With the expiry of the contract, the company must within seven (7) days return the original design to the SAPS with a certificate indicating that the design is returned and no copy is made.	State: _____
9.4	Authorisation and written permission to this effect will be awarded to the successful bidder only.	State: _____
10.	<b><u>QUALITY ASSURANCE</u></b>	
10.1	The material being applied to the trailers, the manner in which it is applied, and the completion of markings on trailers by the successful bidder, will be subjected to quality inspections by members of the SAPS.	State: _____



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10.2 Performance meetings shall be held between the successful bidder and Supply Chain Management, Visible Policing and Operational Response Services for the purposes of monitoring, evaluation and addressing of challenges being experienced.	State: _____
10.3 The successful bidder shall maintain regular contact (timeously) with identified officials of the SAPS: Supply Chain Management environment at provincial level. This is to encourage an 'open' line of communication and to ensure that challenges are attended to in an effective and efficient manner.	State: _____
10.4 All bidders must make provision for at least two (2) optional test reports by the SABS in case different materials need to be used	State: _____
10.5 This will be done only if requested by SAPS at the expense of the bidder if there are any discrepancies in terms of materials being used.	State: _____
10.6 Any defective material will be rectified at the successful bidder's expense	State: _____
11. <b><u>WARRANTY</u></b>	
11.1 The durability of the reflective material (fluorescent, retro-reflection, colour and adhesion) must be guaranteed:	State: _____
(a) Yellow-green, fluorescent, reflective material (prismatic) – minimum of 5 years;	State: _____
(b) White reflective vehicle fleet marking grade material - minimum of 7 years;	State: _____
(c) Blue reflective vehicle fleet marking grade material - minimum of 7 years.	State: _____
(d) Red reflective vehicle fleet marking grade material – minimum of 7 years.	State: _____
11.2 The bidder must supply the manufacturer's guarantees/warranties with the bid.	State: _____



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11.3	The technique and quality of the fitment of the reflective material to the trailers of the SAPS fleet must also be guaranteed by the bidder.	State: _____
11.4	The ink must be of high quality and clear coat must have UV protection of at least up to seven (7) years.	State: _____
12.	<b><u>SABS STANDARDS</u></b>	
12.1	It the responsibility of the Bidder to familiarise themselves and to obtain all SABS standards mentioned in the specification, purchasing of those standards is entirely at the cost of the bidder.	State: _____
13.	<b><u>SUPPLIER DUE DILIGENCE</u></b>	
13.1	The SAPS reserves the right to conduct supplier due diligence prior to final award of the contract or at any time during the contract period. This may include site visits.	State: _____
14.	<b><u>DELIVERY</u></b>	
14.1	After placement of order, marking must commence within 48 hours (2 working days)	State: _____
15.	<b><u>SERVICE LEVEL AGREEMENT (SLA)</u></b>	
15.1	The successful bidder(s) will sign a SLA with the SAPS.	State: _____
16.	<b><u>LOCATIONS FOR MARKING</u></b>	
16.1	Marking of new trailers: New Vehicle Warehouses Nationally.	State: _____
16.2	Damaged and repaired trailers: SAPS Garages Nationally.	State: _____



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17.	<b>GENERAL CONDITIONS OF CONTRACT</b>	
17.1	All goods and services supplied will be subjected to the General Conditions of Contract.	State: _____

Approved by:

**DIVISION: VISIBLE POLICING AND OPERATIONS**

SIGNATURE: \_\_\_\_\_

  
\_\_\_\_\_  
LEUTENANT GENERAL  
M.M. MOTLHALA

Date: \_\_\_\_\_  
2022-11-01