


TENDER DOCUMENT GOODS AND SERVICES		 CITY OF CAPE TOWN ISIXEKO SASEKAPA STAD KAAPSTAD
SUPPLY CHAIN MANAGEMENT		
SCM - 542	Approved by Branch Manager: February 2024	Version: 10

TENDER NO: 185S/2023/24

TENDER DESCRIPTION: THE REPAIR, MAINTENANCE AND VERIFICATION OF VARIOUS SCIENTIFIC INSTRUMENTS FOR THE CITY OF CAPE TOWN

CONTRACT PERIOD: 36 MONTHS FROM THE COMMENCEMENT DATE OF THE CONTRACT

CLOSING DATE	18 April 2024
CLOSING TIME	10:00 am
TENDER BOX NUMBER	145
TENDER FEE	R 200

Non – refundable tender fee payable to the City of Cape Town (CCT) for a hard copy of the tender document. This fee is not applicable to website downloads of the tender document.

TENDERER	
NAME of Company/Close Corporation or Partnership / Joint Venture/ Consortium or Sole Proprietor /Individual (hereinafter the "Tenderer")	
TRADING AS (if different from above)	
Registration number of Tenderer	
Physical address and chosen domicilium citandi et executandi of Tenderer	

NATURE OF TENDER OFFER (please indicate below)	
Main Offer (see clause 2.2.11.1)	
Alternative Offer (see clause 2.2.11.1)	

TENDER SERIAL NO.:
SIGNATURES OF CCT OFFICIALS AT TENDER OPENING
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THE TENDER

T.1 GENERAL TENDER INFORMATION

- TENDER ADVERTISED** : **15 March 2024**
- SITE VISIT/CLARIFICATION MEETING** : Time: **10:00 am** on Date: **3 April 2024**
(Not compulsory, but strongly recommended)
- VENUE FOR SITE VISIT/CLARIFICATION MEETING:** Scientific Services Branch Auditorium,
Athlone Water Treatment Works, Athlone, 7764.
- TENDER BOX & ADDRESS** : **Tender Box as per front cover** at the **Tender & Quotation Boxes Office**, 2nd Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town.
- : The Tender Document (which includes the Form of Offer and Acceptance) completed and signed in all respects, plus any additional supporting documents required, must be submitted in a sealed envelope with the name and address of the tenderer, the endorsement "**TENDER NO. 185S /2023/24: - TENDER DESCRIPTION: THE REPAIR, MAINTENANCE AND VERIFICATION OF VARIOUS SCIENTIFIC INSTRUMENTS FOR THE CITY OF CAPE TOWN** ", the tender box number, and the closing date indicated on the envelope. The sealed envelope must be inserted into the appropriate official tender box before closing time. If the tender offer is too large to fit into the abovementioned box or the box is full, please enquire at the public counter (Tender Distribution Office) for alternative instructions. It remains the tenderer's responsibility to ensure that the tender is placed in either the original box or as alternatively instructed.
- CCT TENDER REPRESENTATIVE** **Name: Ansie Smith**
Tel. No.: (021) 444 9155
Email: ansie.smith@capetown.gov.za

TENDERERS MUST NOTE THAT WHEREVER THIS DOCUMENT REFERS TO ANY PARTICULAR TRADE MARK, NAME, PATENT, DESIGN, TYPE, SPECIFIC ORIGIN OR PRODUCER, SUCH REFERENCE SHALL BE DEEMED TO BE ACCOMPANIED BY THE WORDS "OR EQUIVALENT"

T.2 CONDITIONS OF TENDER

2.1 General

2.1.1 Actions

2.1.1.1 The City of Cape Town (hereafter referred to as the "CCT") and each tenderer submitting a tender offer (hereinafter referred to as the "tenderer" or the "supplier") shall comply with item T.2 of this Tender Document Goods and Services (hereinafter referred to as these "Conditions of Tender"). The tenderer and the CCT shall collectively hereinafter be referred to as the "Parties" and individually a "Party"). In their dealings with each other, the Parties shall discharge their duties and obligations as set out in these Conditions of Tender, timeously and with integrity, and behave equitably, honestly and transparently, and shall comply with all legal obligations imposed on the Parties herein and in accordance with all applicable laws.

The Parties agree that this tender Tender Document Goods and Services (hereinafter referred to as the "Tender" / "Tender Document"), its evaluation and acceptance and any resulting contract shall also be subject to the CCT's Supply Chain Management Policy ('SCM Policy') that was applicable on the date the bid was advertised and as amended from time to time. If the CCT adopts a new SCM Policy which contemplates that any clause therein would apply to the Contract emanating from this tender (hereinafter referred to as the "Contract"), such clause shall also be applicable to that Contract. Please refer to this document contained on the CCT's website.

Abuse of the supply chain management system is not permitted and may result, inter alia, (1) in the tender being rejected; (2) cancellation of the contract; (3) restriction of the supplier, and/or (4) the exercise by the CCT of any other remedies available to it as provided for in the SCM Policy and/or the the Contract and/or this tender and/or any applicable laws .

2.1.1.2 The CCT, the tenderer and their agents and employees involved in the tender process shall avoid conflicts of interest and where a conflict of interest is perceived or known, declare any such conflict of interest, indicating the nature of such conflict. Tenderers shall declare any potential conflict of interest in their tender submissions. Employees, agents and advisors of the CCT shall declare any conflict of interest to the CCT at the start of any deliberations relating to the procurement process or as soon as they become aware of such conflict, and abstain from any decisions where such conflict exists or recuse themselves from the procurement process, as appropriate.

2.1.1.3 The CCT shall not seek, and a tenderer shall not submit a tender, without having a firm intention and capacity to proceed with the contract.

2.1.2 Interpretation

2.1.2.1 The additional requirements contained in Annexure F to the contract (hereinafter referred to as the "returnable documents" / "Returnable Schedules") are part of these Conditions of Tender and are specifically hereby incorporated into these Conditions of Tender.

2.1.2.2 These Conditions of Tender and returnable Documents which are required for CCT's tender evaluation purposes herein, shall form part of the Contract arising from the CCT's corresponding invitation to tender.

2.1.3 Communication during tender process

Verbal or any other form of communication, from the CCT, its employees, agents or advisors during site visits/clarification meetings or at any other time prior to the award of the Contract, will not be regarded as binding on the CCT, unless communicated by the CCT in writing to suppliers / tenderers by its Director: Supply Chain Management or his nominee. Similarly, any communication of the tenderer / supplier that is not reduced to writing by the tenderer / supplier, its employees, agents or advisors, shall not be regarded as binding on the CCT, unless communicated to the CCT in writing by the suppliers / tenderers, or their duly authorised representatives.

2.1.4 The CCT's right to accept or reject any tender offer

2.1.4.1 The CCT may accept or reject any tender offer and may cancel the corresponding tender process or reject all tender offers at any time before the formation of a contract. The CCT may, prior to the award of the tender, cancel a tender if:

- (a) due to changed circumstances, there is no longer a need for the services, works or goods requested;
or
- (b) funds are no longer available to cover the total envisaged expenditure; or
- (c) no acceptable tenders are received;
- (d) there is a material irregularity in the tender process; or
- (e) the Parties are unable to negotiate market related pricing.

The CCT shall not accept or incur any liability to a tenderer for such cancellation or rejection, but will give written reasons for such action upon receiving a written request to do so.

2.1.5 Procurement procedures

2.1.5.1 General

Unless otherwise stated in the tender conditions, a contract will be concluded with the tenderer who scores the highest number of tender adjudication points.

The CCT intends to appoint two tenderers (the highest ranked tenderer ("the winner") and in addition a "alternative tenderer" for the allocation of work per item. If insufficient responsive bids are received, the CCT reserves the right to appoint fewer tenderers, or not to appoint any tenderers at all.

Suppliers, once appointed and subject to operational requirements, will be invited to deliver the goods or services on a "winner-takes-all" basis, whereby the order will always be offered and, if accepted, allocated to the highest ranked tenderer ("the winner"), and only if he refuses will the work be offered to the next highest ranked tenderer from the alternative tenderer).

The contract period shall be for a period of 36 months from the commencement date of the contract.

2.1.5.2 Proposal procedure using the two stage-system

A two-stage system will not be followed.

2.1.5.3 Nomination of Standby Bidder

"Standby Bidder" means a bidder, identified by the CCT at the time of awarding a bid that will be considered for award should the contract be terminated for any reason whatsoever. In the event that a contract is terminated during the execution thereof, the CCT may consider the award of the contract, or non-award, to the Standby Bidder in terms of the procedures included its SCM Policy, as amended from time to time.

2.1.6 Objections, complaints, queries and disputes/ Appeals in terms of Section 62 of the Systems Act/ Access to court

2.1.6.1 Disputes, objections, complaints and queries

In terms of Regulations 49 and 50 of the Local Government: Municipal Finance Management Act, 56 of 2003 Municipal Supply Chain Management Regulations (Board Notice 868 of 2005):

- a) Persons aggrieved by decisions or actions taken by the CCT in the implementation of its supply chain management system, may lodge within 14 days of the decision or action, a written objection or complaint or query or dispute against the decision or action.

2.1.6.2 Appeals

- a) In terms of Section 62 of the Local Government: Municipal Systems Act, 32 of 2000 a person whose rights are affected by a decision taken by the CCT, may appeal against that decision by giving written

notice of the appeal and reasons to the City Manager within 21 days of the date of the notification of the decision.

- b) An appeal must contain the following:
- i. Must be in writing
 - ii. It must set out the reasons for the appeal
 - iii. It must state in which way the Appellant's rights were affected by the decision;
 - iv. It must state the remedy sought; and
 - v. It must be accompanied with a copy of the notification advising the person of the decision
- c) The relevant CCT appeal authority must consider the appeal and **may confirm, vary or revoke** the decision that has been appealed, but no such revocation of a decision may detract from any rights that may have accrued as a result of the decision.

2.1.6.3 Right to approach the courts and rights in terms of Promotion of Administrative Justice Act, 3 of 2000 and Promotion of Access to Information Act, 2 of 2000

The sub- clauses above do not influence any affected person's rights to approach the High Court at any time or its rights in terms of the Promotion of Administrative Justice Act (PAJA) and Promotion of Access to Information Act (PAIA).

- 2.1.6.4** All requests referring to sub clauses 2.1.6.1 and 2.1.6.2 must be submitted in writing to:
The City Manager - C/o the Manager: Legal Compliance Unit, Legal Services Department, Office of the City Manager
Via hand delivery at: 20th Floor, Tower Block, 12 Hertzog Boulevard, Cape Town 8001
Via post at: Private Bag X918, Cape Town, 8000
Via email at: MSA.Appeals@capetown.gov.za

- 2.1.6.5** All requests referring to clause 2.1.6.3 must be submitted in writing to:
The City Manager - C/o the Manager: Access to Information Unit, Legal Service Department, Office of the City Manager
Via hand delivery at: 20th Floor, Tower Block, 12 Hertzog Boulevard, Cape Town 8001
Via post at: Private Bag X918, Cape Town, 8000
Via email at: Access2info.Act@capetown.gov.za

- 2.1.6.6 The minimum standards regarding accessing and 'processing' of any personal information belonging to another in terms of Protection of Personal Information Act, 2013 (POPIA).**
For purposes of this clause 2.1.6.6, the contract and these Conditions of Tender, the terms "data subject", "Personal Information" and "Processing" shall have the meaning as set out in section 1 of POPIA, and "Process" shall have the corresponding meaning.

The CCT, its employees, representatives and sub-contractors may, from time to time, Process the tenderer's and/or its employees', representatives' and/or sub-contractors' Personal Information, for purposes of, and/or relating to, the tender, the contract and these Conditions of Tender, for research purposes, and/or as otherwise may be envisaged in the CCT's Privacy Notice and/or in relation to the CCT's Supply Chain Management Policy or as may be otherwise permitted by law. This includes the Processing of the latter Personal Information by the CCT's due diligence assurance provider, professional advisors and the Appeal Authority as applicable. The CCT's justification for the processing of such aforesaid Personal Information is based on section 11(1)(b) of POPIA, i.e., in terms of which the CCT's Processing of the said Personal Information is necessary to carry out actions for the conclusion and/or performance of the contract, to which the applicable data subject (envisaged in this clause 2.1.6.6 above) is a party.

All requests relating to data protection must be submitted in writing to:
The City Manager - C/o the Information Officer, Office of the City Manager
Via hand delivery at: 20th Floor, Tower Block, 12 Hertzog Boulevard, Cape Town 8001
Via post at: Private Bag X9181, Cape Town, 8000
Via email at: Popia@capetown.gov.za.

2.1.6.7 Compliance to the CCTs Appeals Policy.

In terms of the CCT's Appeals Policy, a fixed upfront administration fee will be charged. In addition, a surcharge may be imposed for vexatious and frivolous or otherwise manifestly inappropriate tender related appeals.

The current approved administration fee is R300.00 and may be paid at any of the Municipal Offices or at the Civic Centre in Cape Town using the GL Data Capture Receipt attached as

Annexure F.13: Appeal Application Form. Alternatively, via EFT into the CCT's NEDBANK Account: CITY OF CAPE TOWN and using Reference number: 198158966. You are required to send proof of payment when lodging your appeal.

The current surcharge for vexatious and frivolous or otherwise manifestly inappropriate tender related appeals will be calculated as $\frac{1}{2}$ (Administrative cost of the tender appeal) + 0.25 % (Appellant's tender price).

Should the payment of the administration fee of R300.00 or the surcharge not be received, such fee or surcharge will be added as a Sundry Tariff to the bidder's municipal account.

In the event where the bidder does not have a Municipal account with the CCT, the fee or surcharge may be recovered in terms of the CCT's Credit Control and Debt Collection By-law, 2006 (as amended) and its Credit Control and Debt Collection Policy.

2.1.7 CCT Supplier Database Registration

Tenderers are required to be registered on the CCT Supplier Database as a service provider. Tenderers must register as such upon being requested to do so in writing and within the period contained in such a request, failing which no orders can be raised or payments processed from the resulting contract. In the case of Joint Venture partnerships this requirement will apply individually to each party of the Joint Venture.

Tenderers who wish to register on the CCT's Supplier Database may collect registration forms from the Supplier Management Unit located within the Supplier Management / Registration Office, 2nd Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town (Tel 021 400 9242/3/4/5). Registration forms and related information are also available on the CCT's website www.capetown.gov.za (follow the Supply Chain Management link to Supplier registration).

It is each tenderer's responsibility to keep all the information on the CCT Supplier Database updated.

2.1.8 National Treasury Web Based Central Supplier Database (CSD) Registration

Tenderers are required to be registered on the National Treasury Web Based Central Supplier Database (CSD) as a service provider. Tenderers must register as such upon being requested to do so in writing and within the period contained in such a request, failing which no orders can be raised or payments processed from the resulting contract. In the case of Joint Venture partnerships this requirement will apply individually to each party of the Joint Venture.

Tenderers who wish to register on the National Treasury Web Based Central Supplier Database (CSD) may do so via the web address <https://secure.csd.gov.za>.

It is each tenderer's responsibility to keep all the information on the National Treasury Web Based Central Supplier Database (CSD) updated.

2.2 Tenderer's obligations

2.2.1 Eligibility Criteria

2.2.1.1 Tenderers are obligated to submit a tender offer that complies in all aspects to the conditions as detailed in this tender document and the Conditions of Tender. An 'acceptable tender must "COMPLY IN ALL" aspects with the tender, Conditions of Tender, all Specifications (i.e., item C.5 below, hereinafter the "Specifications"), pricing instructions herein and the Contract including its conditions.

2.2.1.1.1 Submit a tender offer

Only those tender submissions from which it can be established, *inter alia* that a clear, irrevocable and unambiguous offer has been made to CCT, by whom the offer has been made and what the offer constitutes, will be declared responsive.

2.2.1.1.2 Compliance with requirements of CCT SCM Policy and procedures

Only those tenders that are compliant with the requirements below will be declared responsive:

- a) A completed **Details of Tenderer** to be provided (applicable schedule below to be completed);

- b) A completed **Certificate of Authority for Partnerships/ Joint Ventures/ Consortiums** to be provided authorising the tender to be made and the signatory to sign the tender on the partnership /joint venture/consortium's (applicable schedule below to be completed);
- c) A copy of the partnership / joint venture / consortium agreement to be provided, where applicable.
- d) A completed **Declaration of Interest – State Employees** to be provided and which does not indicate any non-compliance with the legal requirements relating to state employees (applicable schedule below to be completed);
- e) A completed **Declaration – Conflict of Interest and Declaration of Bidders' past Supply Chain Management Practices** to be provided and which does not indicate any conflict or past practises that renders the tender non-responsive based on the conditions contained thereon (applicable schedules below to be completed);
- f) A completed **Certificate of Independent Bid Determination** to be provided and which does not indicate any non-compliance with the requirements of the schedule (applicable schedule below to be completed);
- g) The tenderer (including any of its representatives, directors or members), has not been restricted in terms of abuse of the Supply Chain Management Policy,
- h) The tenderer's tax matters with SARS are in order, or the tenderer is a foreign supplier that is not required to be registered for tax compliance with SARS;
- i) The tenderer is not an advisor or consultant contracted with the CCT whose prior or current obligations creates any conflict of interest or unfair advantage;
- j) The tenderer is not a person, advisor, corporate entity or a director of such corporate entity, who is directly or indirectly involved or associated with the bid specification committee;
- k) A completed **Authorisation for the Deduction of Outstanding Amounts Owed to the CCT** to be provided and which does not indicate any details that renders the tender non-responsive based on the conditions contained thereon (applicable schedules below to be completed);
- l) The tenderer (including any of its representatives, directors or members), has not been found guilty of contravening the Competition Act 89 of 1998, as amended from time to time;
- m) The tenderer (including any of its representatives, directors or members), has not been found guilty on any other basis listed in the Supply Chain Management Policy.

2.2.1.1.3 Compulsory clarification meeting

Not Applicable

2.2.1.1.4 Minimum score for functionality

Only those tenders submitted by tenderers who achieve the minimum score for functionality as stated below will be declared responsive.

The description of the functionality criteria and the maximum possible score for each is shown in the table below. The score achieved for functionality will be the sum of the scores achieved, in the evaluation process, for the individual criteria

Evaluation Criteria	Applicable values/points	Weight
Previous Relevant Experience of Tendering Entity	Number of Similar Projects <input type="checkbox"/> 0 projects (0 points) <input type="checkbox"/> 1-2 projects (20 points) <input type="checkbox"/> 3-4 projects (30 points) <input type="checkbox"/> 5-6 projects (40 points) <input type="checkbox"/> >6 projects (50 points)	50

Experienced Technical Staff	<p>Staff specifically trained in relevant instrumentation.</p> <p><input type="checkbox"/> No Technician (0 Points)</p> <p><input type="checkbox"/> Instrumentation Technician with < 2 years experience and no training. (5 Points)</p> <p><input type="checkbox"/> Instrumentation Technician with < 2 years experience and proof of training. (15 Points)</p> <p><input type="checkbox"/> Instrumentation Technician with >2 – 5 years experience and no proof of training (25 points)</p> <p><input type="checkbox"/> Instrumentation Technician with >2 – 5 years experience and proof of training (35 points)</p> <p><input type="checkbox"/> Instrumentation Technician with >5 yrs experience and no proof of training (45 points)</p> <p><input type="checkbox"/> Instrumentation Technician with >5 yrs experience and proof of training (50 points)</p> <p>To a maximum of 50 points.</p>	50
Total		100

The minimum qualifying score for functionality is **60** out of a maximum of **100**.

Where the entity tendering is a Joint Venture the tender must be accompanied by a statement describing exactly what aspects of the work will be undertaken by each party to the joint venture.

Tenderers shall ensure that all relevant information has been submitted with the tender offer in the prescribed format to ensure optimal scoring of functionality points for each Evaluation Criteria. Failure to provide all information **IN THIS TENDER SUBMISSION** could result in the tenderer not being able to achieve the specified minimum scoring.

A more detailed explanation of the functionality criteria is given below:

Projects must be related to the services, verification and calibration of the listed instruments. The tenderer must clearly demonstrate their activities on all the instruments or similar types of instruments.

All technicians must provide CV's clearly indicating years of experience servicing instruments and training records. Training records must include training certificates of manufacturers or suppliers and/or other documents such as SANAS technical signatories confirmation.

2.2.1.1.7 Provision of samples

Only those tenders submitted by tenderers who provided acceptable samples as stated in the Tender Specifications will be declared responsive.

2.2.2 Cost of tendering

The CCT will not be liable for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer complies with requirements.

2.2.3 Check documents

The documents issued by the CCT for the purpose of a tender offer are listed in the index of this tender document.

Before submission of any tender, the tenderer should check the number of pages, and if any are found to be missing or duplicated, or the figures or writing is indistinct, or if the Price Schedule contains any obvious errors, the tenderer must apply to the CCT at once to have the same rectified.

2.2.4 Confidentiality and copyright of documents

The tenderer shall treat as strictly confidential all matters arising in connection with the tender. Use and copy the documents issued by the CCT only for the purpose of preparing and submitting a tender offer in response to the invitation.

2.2.5 Reference documents

The tenderer shall obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, Conditions of Contract and other publications, which are not attached but which are incorporated into the tender document(s) by reference.

2.2.6 Acknowledge and comply with notices

The tenderer shall acknowledge receipt of notices to the tender documents, which the CCT may issue, and shall fully comply with all instructions issued in the said notices, and if necessary, apply for an extension of the closing time stated on the front page of the tender document, in order to take the notices into account. Notwithstanding any requests for confirmation of receipt of the said notices issued, the tenderer shall be deemed to have received such notices if the CCT can show proof of transmission thereof via electronic mail, facsimile, or registered post or other lawful means.

2.2.7 Clarification meeting

The tenderer shall attend, where required, a clarification meeting at which tenderers may familiarise themselves with aspects of the proposed work, services or supply and pose questions. Details of the meeting(s) are stated in the General Tender Information (i.e., in item T.1 above).

Tenderers should be represented at the site visit/clarification meeting by a duly authorised person who is suitably qualified and experienced to comprehend the implications of the work involved.

2.2.8 Seek clarification

The tenderer shall request clarification of the tender documents, if necessary, by notifying the CCT at least one week before the closing time stated in the General Tender Information (i.e., in item T.1 above), where possible.

2.2.9 Pricing the tender offer

2.2.9.1 The tenderer shall comply with all pricing instructions as stated on the Price Schedule.

2.2.10 Alterations to documents

The tenderer shall not make any alterations or additions to the tender documents, except to comply with instructions issued by the CCT in writing, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations.

2.2.11 Alternative tender offers

2.2.11.1 Unless otherwise stated in the Conditions of Tender, the tenderers may submit alternative tender offers only if a main tender offer, strictly in accordance with all the requirements of the tender documents, is also submitted.

If a tenderer wishes to submit an alternative tender offer, he/she/it shall do so as a separate offer on a complete set of tender documents. The alternative tender offer shall be submitted in a separate sealed envelope clearly marked "Alternative Tender" in order to distinguish it from the main tender offer.

Only the alternative of the highest ranked acceptable main tender offer (that is, submitted by the same tenderer) will be considered, and if appropriate, recommended for award.

Alternative tender offers of any but the highest ranked main tender offer will not be considered.

An alternative tender offer to the highest ranked acceptable main tender offer that is priced higher than the main tender offer may be recommended for award, provided that the ranking of the alternative tender offer is higher than the ranking of the next ranked acceptable main tender offer.

The CCT will not be bound to consider alternative tenders and shall have sole discretion in this regard.

In the event that the alternative is accepted, the tenderer warrants that the alternative offer complies in all respects with the CCT's standards and requirements as set out in the tender document.

2.2.11.2 Acceptance of an alternative tender offer by the CCT may be based only on the criteria stated in the Conditions of Tender or applicable criteria otherwise acceptable to the CCT.

2.2.12 Submitting a tender offer

2.2.12.1 The tenderer is required to submit one tender offer only on the original tender documents as issued by the CCT, either as a single tendering entity or as a member in a joint venture to provide the whole of the works, services or supply identified in the Conditions of Contract and described in the Specifications. Only those tenders submitted on the tender documents as issued by the CCT together with all Tender Returnable Documents duly completed and signed will be declared responsive.

2.2.12.2 The tenderer shall return the entire tender document to the CCT after completing it in its entirety, either electronically (if they were issued in electronic format) or by writing legibly in non-erasable ink.

2.2.12.3 The tenderer shall sign the original tender offer where required in terms of the Conditions of Tender. The tender shall be signed by a person duly authorised by the tenderer to do so. Tenders submitted by joint ventures of two or more firms shall be accompanied by the document of formation / founding document of the joint venture or any other document signed by all Parties, in which is defined precisely the conditions under which the joint venture will function, its period of duration, the persons authorised to represent and obligate it, the participation of the several firms forming the joint venture, and any other information necessary to permit a full appraisal of its functioning. Signatories for tenderers proposing to contract as joint ventures shall state which of the signatories is the lead partner.

2.2.12.4 Where a two-envelope system is required in terms of the Conditions of Tender, place and seal the returnable documents listed in the Conditions of Tender in an envelope marked "financial proposal" and place the remaining returnable documents in an envelope marked "technical proposal". Each envelope shall state on the outside the CCT's address and identification details stated in the General Tender Information (i.e., item T.1 above), as well as the tenderer's name and contact address.

2.2.12.5 The tenderer shall seal the original tender offer and copy packages together in an outer package that states on the outside only the CCT's address and identification details as stated in the General Tender Information. . If it is not possible to submit the original tender and the required copies (see 2.2.12.3) in a single envelope, then the tenderer must seal the original and each copy of the tender offer as separate packages marking the packages as "ORIGINAL" and "COPY" in addition to the aforementioned tender submission details.

2.2.12.6 The CCT shall not assume any responsibility for the misplacement or premature opening of the tender offer if the outer package is not sealed and marked as stated.

2.2.12.7 Tender offers submitted by facsimile or e-mail will be rejected by the CCT, unless stated otherwise in the Conditions of Tender.

2.2.12.8 By signing the offer part of the Form of Offer (**Section 5, Part A hereto**) the tenderer warrants and agrees that all information provided in the tender submission is true and correct.

2.2.12.9 Tenderers shall properly deposit its bid in the designated tender box (as detailed on the front page of this tender document) on or before the closing date and before the closing time, in the relevant tender box at the Tender & Quotation Boxes Office situated on the 2nd floor, Concourse Level, Civic Centre, 12 Hertzog Boulevard, Cape Town. If the tender submission is too large to fit in the allocated box, please enquire at the public counter for assistance.

2.2.12.10 The tenderer must record and reference all information submitted contained in other documents for example cover letters, brochures, catalogues, etc. in the Returnable Schedule titled **List of Other Documents Attached by Tenderer**.

2.2.13 Information and data to be completed in all respects

Tender offers, which do not provide all the data or information requested completely and in the form required, may be regarded by the CCT as non-responsive.

2.2.14 Closing time

2.2.14.1 The tenderer shall ensure that the CCT receives the tender offer, together with all applicable documents specified herein, at the address specified in the General Tender Information herein prior to the closing time stated on the front page of the tender document.

2.2.14.2 If the CCT extends the closing time stated on the front page of the tender document for any reason, the requirements of these Conditions of Tender apply equally to the extended deadline.

2.2.14.3 The CCT shall not consider tenders that are received after the closing date and time for such a tender (late tenders).

2.2.15 Tender offer validity and withdrawal of tenders

2.2.15.1 The tenderer shall warrant that the tender offer(s) remains valid, irrevocable and open for acceptance by the CCT at any time for a period of 120 days after the closing date stated on the front page of the tender document.

2.2.15.2 Notwithstanding the period stated in clause 2.2.15.1 above, bids shall remain valid for acceptance for a period of twelve (12) months after the expiry of the original validity period, unless the CCT is notified in writing of anything to the contrary by the bidder. The validity of bids may be further extended by a period of not more than six months subject to mutual agreement by the parties, administrative processes and upon approval by the City Manager, unless the required extension is as a result of an appeal process or court ruling.

In circumstances where the validity period of a tender has expired, and the tender has not been awarded, the tender process is considered "completed", despite there being no decision (award or cancellation) made. This anomaly does not fall under any of the listed grounds of cancellation and should be treated as a "non award". A "non award" is supported as a recommendation to the CCT's Bod Adjudication Committee ("BAC") for noting.

2.2.15.3 A tenderer may request in writing, after the closing date, that its tender offer be withdrawn. Such withdrawal will be permitted or refused at the sole discretion of the CCT after consideration of the reasons for the withdrawal, which shall be fully set out by the tenderer in such written request for withdrawal. Should the tender offer be withdrawn in contravention hereof, the tenderer agrees that:

- a) it shall be liable to the CCT for any additional expense incurred or losses suffered by the CCT in having either to accept another tender or, if new tenders have to be invited, the additional expenses incurred or losses suffered by the invitation of new tenders and the subsequent

acceptance of any other tender;

- b) the CCT shall also have the right to recover such additional expenses or losses by set-off against monies which may be due or become due to the tenderer under this or any other tender or contract or against any guarantee or deposit that may have been furnished by the tenderer or on its behalf for the due fulfilment of this or any other tender or contract. Pending the ascertainment of the amount of such additional expenses or losses, the CCT shall be entitled to retain such monies, guarantee or deposit as security for any such expenses or loss, without prejudice to the CCT's other rights and/or remedies available to it in accordance with any applicable laws.

2.2.16 Clarification of tender offer, or additional information, after submission

Tenderer's shall promptly provide clarification of its tender offer, or additional information, in response to a written request to do so from the CCT during the evaluation of tender offers within the time period stated in such request. No change in the competitive position of tenderers or substance of the tender offer is sought, offered, or permitted.

Note: This clause does not preclude the negotiation of the final terms of the contract with a preferred tenderer following a competitive selection process, should the CCT elect to do so.

Failure, or refusal, to provide such clarification or additional information within the time for submission stated in the CCT's written request may render the tender non-responsive.

2.2.17 Provide other material

2.2.17.1 Tenderer's shall promptly provide, upon request by the CCT, any other material that has a bearing on the tender offer, the tenderer's commercial position (including joint venture agreements), preferencing arrangements, or samples of materials, considered necessary by the CCT for the purpose of the evaluation of the tender. Should the tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the CCT's request, the CCT may regard the tender offer as non-responsive.

2.2.17.2 The tenderer shall provide, on written request by the CCT, where the transaction value inclusive of VAT **exceeds R 10 million**:

- a) audited annual financial statement for the past 3 years, or for the period since establishment if established during the past 3 years, if required by law to prepare annual financial statements for auditing;
- b) a certificate signed by the tenderer certifying that the tenderer has no undisputed commitments for municipal services towards a municipality or other service provider in respect of which payment is overdue for more than 30 days;
- c) particulars of any contracts awarded to the tenderer by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract;
- d) a statement indicating whether any portion of the goods or services are expected to be sourced from outside the Republic, and, if so, what portion and whether any portion of payment from the municipality or municipal entity is expected to be transferred out of the Republic.

Each entity to a Consortium/Joint Venture bid shall submit separate certificates/statements in the above regard.

2.2.17.3 Tenderers shall be required to undertake to fully cooperate with the CCT's external service provider appointed to perform a due diligence review and risk assessment upon receipt of such written instruction from the CCT.

2.2.18 Samples, Inspections, tests and analysis

Tenderers shall provide access during working hours to premises for inspections, tests and analysis as provided for in the Conditions of Tender or Specifications.

If the Specifications requires the tenderer to provide samples, these shall be provided strictly in accordance

with the instructions set out in the Specification.

If such samples are not submitted as required in the bid documents or within any further time stipulated by the CCT in writing, then the bid concerned may be declared non-responsive.

The samples provided by all successful bidders will be retained by the CCT for the duration of any subsequent contract. Bidders are to note that samples are requested for testing purposes therefore samples submitted to the CCT may not in all instances be returned in the same state of supply and in other instances may not be returned at all. Unsuccessful bidders will be advised by the Project Manager or dedicated CCT Official to collect their samples, save in the aforementioned instances where the samples would not be returned.

2.2.19 Certificates

The tenderer must provide the CCT with all certificates as stated below:

2.2.19.1. Preference Points for Specific Goals

In order to qualify for preference points for HDI and/or Specific Goals, it is the responsibility of the tenderer to submit documentary proof (Company registration certification, Central Supplier Database report, BBBEE certificate, Proof of Disability, Financial Statements, commissioned sworn affidavits, etc.) in support of tenderer claims for such preference for that specific goal.

Tenderers are further referred to the content of the Preference Schedule for the full terms and conditions applicable to the awarding of preference points.

2.2.19.2 Evidence of tax compliance

Tenderers shall be registered with the South African Revenue Service (SARS) and their tax affairs must be in order and they must be tax compliant subject to the requirements of clause 2.2.1.1.2.h. In this regard, it is the responsibility of the Tenderer to submit evidence in the form of a valid Tax Compliance Status PIN issued by SARS to the CCT at the Supplier Management Unit located within the Supplier Management / Registration Office, 2nd Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town (Tel 021 400 9242/3/4/5), or included with this tender. The tenderer must record its Tax Compliance Status PIN number on the **Details of Tenderer** pages of the tender submission.

Each party to a Consortium/Joint Venture shall submit a separate Tax Compliance Status Pin.

Before making an award the CCT must verify the bidder's tax compliance status. Where the recommended bidder is not tax compliant, the bidder should be notified of the non-compliant status and be requested to submit to the CCT, within 7 working days, written proof from SARS that they have made arrangement to meet their outstanding tax obligations. The proof of tax compliance submitted by the bidder must be verified by the CCT via CSD or e-Filing. The CCT should reject a bid submitted by the bidder if such bidder fails to provide proof of tax compliance within the timeframe stated herein.

Only foreign suppliers who have answered "NO" to all the questions contained in the Questionnaire to Bidding Foreign Suppliers section on the **Details of Tenderer** pages of the tender submission, are not required to register for a tax compliance status with SARS.

2.2.20 Compliance with Occupational Health and Safety Act, 85 of 1993

Tenderers are to note the requirements of the Occupational Health and Safety Act, 85 of 1993. The Tenderer shall be deemed to have read and fully understood the requirements of the above Act and Regulations and to have allowed for all costs in compliance therewith.

In this regard the Tenderer shall submit **upon written request to do so by the CCT**, a Health and Safety Plan in sufficient detail to demonstrate the necessary competencies and resources to deliver the goods or services all in accordance with the Act, Regulations and Health and Safety Specification.

2.2.21 Claims arising from submission of tender

By responding to the tender herein, the tenderer warrants that it has:

- a) Inspected the Specifications and read and fully understood the Conditions of Contract.

- b) Read and fully understood the whole text of the Specifications and Price Schedule and thoroughly acquainted himself with the nature of the goods or services proposed and generally of all matters which may influence the Contract.
- c) visited the site(s) where delivery of the proposed goods will take place, carefully examined existing conditions, the means of access to the site(s), the conditions under which the delivery is to be made, and acquainted himself with any limitations or restrictions that may be imposed by the Municipal or other Authorities in regard to access and transport of materials, plant and equipment to and from the site(s) and made the necessary provisions for any additional costs involved thereby.
- d) requested the CCT to clarify the actual requirements of anything in the Specifications and Price Schedule, the exact meaning or interpretation of which is not clearly intelligible to the Tenderer.
- e) Received any notices to the tender documents which have been issued in accordance with the CCT's Supply Chain Management Policy.

The CCT will therefore not be liable for the payment of any extra costs or claims arising from the submission of the tender.

2.3 The CCT's undertakings

2.3.1 Respond to requests from the tenderer

2.3.1.1 Unless otherwise stated in the Conditions of Tender, the CCT shall respond to a request for clarification received up to one week (where possible) before the tender closing time stated on the front page of the tender document.

2.3.1.2 The CCT's duly authorised representative for the purpose of this tender is stated on the General Tender Information page above.

2.3.2 Issue Notices

If necessary, the CCT may issue addenda in writing that may amend or amplify the tender documents to each tenderer during the period from the date the tender documents are available until one week before the tender closing time stated in the Tender Data. The CCT reserves its rights to issue addenda less than one week before the tender closing time in exceptional circumstances. If, as a result a tenderer applies for an extension to the closing time stated on the front page of the tender document, the CCT may grant such extension and, shall then notify all tenderers who drew documents.

Notwithstanding any requests for confirmation of receipt of notices issued, the tenderer shall be deemed to have received such notices if the CCT can show proof of transmission thereof via electronic mail, facsimile or registered post.

2.3.3 Opening of tender submissions

2.3.3.1 Unless the two-envelope system is to be followed, CCT shall open tender submissions in the presence of tenderers' agents who choose to attend at the time and place stated in the Conditions of Tender.

Tenders will be opened immediately after the closing time for receipt of tenders as stated on the front page of the tender document, or as stated in any Notice extending the closing date and at the closing venue as stated in the General Tender Information.

2.3.3.2 Announce at the meeting held immediately after the opening of tender submissions, at the closing venue as stated in the General Tender Information, the name of each tenderer whose tender offer is opened and, where possible, the prices indicated.

2.3.3.3 Make available a record of the details announced at the tender opening meeting on the CCT's website (<http://www.capetown.gov.za/en/SupplyChainManagement/Pages/default.aspx>.)

2.3.4 two-envelope system

2.3.4.1 Where stated in the Conditions of Tender that a two-envelope system is to be followed, the CCT shall open only the technical proposal of tenders in the presence of tenderers' agents who choose to attend at the time and place stated in the Conditions of Tender and announce the name of each tenderer whose technical proposal is opened.

2.3.4.2 The CCT shall evaluate the quality of the technical proposals offered by tenderers, then advise tenderers who have submitted responsive technical proposals of the time and place when the financial proposals will be opened. The CCT shall open only the financial proposals of tenderers, who have submitted responsive technical proposals in accordance with the requirements as stated in the Conditions of Tender, and announce the total price and any preference claimed. Return unopened financial proposals to tenderers whose technical proposals were non responsive.

2.3.5 Non-disclosure

The CCT shall not disclose to tenderers, or to any other person not officially concerned with such processes, information relating to the evaluation and comparison of tender offers and recommendations for the award of a contract, until after the award of the contract to the successful tenderer.

2.3.6 Grounds for rejection and disqualification

The CCT shall determine whether there has been any effort by a tenderer to influence the processing of tender offers and instantly disqualify a tenderer (and his tender offer) if it is established that he engaged in corrupt or fraudulent practices.

2.3.7 Test for responsiveness

2.3.7.1 Appoint a Bid Evaluation Committee and determine after opening whether each tender offer properly received:

- a) complies with the requirements of these Conditions of Tender,
- b) has been properly and fully completed and signed, and
- c) is responsive to the other requirements of the tender documents.

2.3.7.2 A responsive tender is one that conforms to all the terms, conditions, and specifications of the tender documents without material deviation or qualification. A material deviation or qualification is one which, in the CCT's opinion, would:

- a) Detrimently affect the scope, quality, or performance of the goods, services or supply identified in the Specifications,
- b) Significantly change the CCT's or the tenderer's risks and responsibilities under the contract, or
- c) affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified.

Reject a non-responsive tender offer, and not allow it to be subsequently made responsive by correction or withdrawal of any material deviation or qualification.

The CCT reserves the right to accept a tender offer which does not, in the CCT's opinion, materially and/or substantially deviate from the terms, conditions, and specifications of the tender documents.

2.3.8 Arithmetical errors, omissions and discrepancies

2.3.8.1 Check the responsive tenders for:

- a) The gross misplacement of the decimal point in any unit rate;
- b) Omissions made in completing the Price Schedule; or
- c) Arithmetic errors in:
 - i) line item totals resulting from the product of a unit rate and a quantity in the Price

- Schedule; or
- ii) The summation of the prices; or
- iii) Calculation of individual rates.

2.3.8.2 The CCT must correct the arithmetical errors in the following manner:

- a) Where there is a discrepancy between the amounts in words and amounts in figures, the amount in words shall govern.
- b) If pricing schedules apply and there is an error in the line item total resulting from the product of the unit rate and the quantity, the line item total shall govern and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line item total as tendered shall govern, and the unit rate shall be corrected.
- c) Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the tenderer's addition of prices, the total of the prices shall govern and the tenderer will be asked to revise selected item prices (and their rates if Price Schedules apply) to achieve the tendered total of the prices.

Consider the rejection of a tender offer if the tenderer does not correct or accept the correction of the arithmetical error in the manner described above.

2.3.8.3 In the event of tendered rates or lump sums being declared by the CCT to be unacceptable to it because they are not priced, either excessively low or high, or not in proper balance with other rates or lump sums, the tenderer may be required to produce evidence and advance arguments in support of the tendered rates or lump sums objected to. If, after submission of such evidence and any further evidence requested, the CCT is still not satisfied with the tendered rates or lump sums objected to, it may request the tenderer to amend these rates and lump sums along the lines indicated by it.

The tenderer will then have the option to alter and/or amend the rates and lump sums objected to and such other related amounts as are agreed on by the CCT, but this shall be done without altering the tender offer in accordance with this clause.

Should the tenderer fail to amend his tender in a manner acceptable to and within the time stated by the CCT, the CCT may declare the tender as non-responsive.

2.3.9 Clarification of a tender offer

The CCT may, after the closing date, request additional information or clarification from tenderers, in writing on any matter affecting the evaluation of the tender offer or that could give rise to ambiguity in a contract arising from the tender offer, which written request and related response shall not change or affect their competitive position or the substance of their offer. Such request may only be made in writing by the Director: Supply Chain Management using any means as appropriate.

2.3.10 Evaluation of tender offers

2.3.10.1 General

2.3.10.1.1 The CCT may reduce each responsive tender offer to a comparative price and evaluate them using the tender evaluation methods and associated evaluation criteria and weightings that are specified in the Conditions of Tender.

2.3.10.1.2 For evaluation purposes only, the effects of the relevant contract price adjustment methods will be considered in the determination of comparative prices as follows:

- a) If the selected method is based on bidders supplying rates or percentages for outer years, comparative prices would be determined over the entire contract period based on such rates or percentages.
- b) If the selected method is based on a formula, indices, coefficients, etc. that is the same for all bidders during the contract period, comparative prices would be the prices as tendered for year one.
- c) If the selected method is based on a formula, indices, coefficients, etc. that varies between bidders, comparative prices would be determined over the entire contract period based on published indices relevant during the 12 months prior to the closing date of tenders.

- d) If the selected method includes an imported content requiring rate of exchange variation, comparative prices would be determined based on the exchange rates tendered for the prices as tendered for year one. The rand equivalent of the applicable currency 14 days prior to the closing date of tender will be used (the CCT will check all quoted rates against those supplied by its own bank).
- e) If the selected method is based on suppliers' price lists, comparative prices would be the prices as tendered for year one.
- f) If the selected method is based on suppliers' price lists and / or rate of exchange, comparative prices would be determined as tendered for year one whilst taking into account the tendered percentage subject to rate of exchange (see sub clause (d) for details on the calculation of the rate of exchange).

2.3.10.1.3 Where the scoring of functionality forms part of a bid process, each member of the Bid Evaluation Committee must individually score functionality. The individual scores must then be interrogated and calibrated if required where there are significant discrepancies. The individual scores must then be added together and averaged to determine the final score.

2.3.10.2 Decimal places

Score financial offers, preferences and functionality, as relevant, to two decimal places.

2.3.10.3 Scoring of tenders (price and preference)

2.3.10.3.1 Points for price will be allocated in accordance with the formula set out in this clause based on the price per item / rates as set out in the **Price Schedule (Section 7)**:

- Based on the sum of the prices/rates in relation to the estimated quantities.

2.3.10.3.2 Points for preference will be allocated in accordance with the provisions of **Preference Schedule** and the table in this clause.

2.3.10.3.3 The terms and conditions of **Preference Schedule** as it relates to preference shall apply in all respects to the tender evaluation process and any subsequent contract.

2.3.10.3.4 Applicable formula:

The 80/20 preference point system will apply to this tender

The 80/20 price/preference points system will be applied to the evaluation of responsive tenders up to and including a Rand value of R50'000'000 (all applicable taxes included), whereby the order(s) will be placed with the tenderer(s) scoring the highest total number of adjudication points.

Price shall be scored as follows:

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

Where: P_s is the number of points scored for price;
 P_t is the price of the tender under consideration;
 P_{min} is the price of the lowest responsive tender.

Preference points shall be based on the Specific Goal as per below:

Table B1: Awards above R750 000 and up to R50 mil (VAT Inclusive)

#	Specific goals allocated points	Preference Points (80/20) <i>Equal/ below R50 mil</i>	Evidence	Additional Guidance
<i>Persons, or categories of persons, historically disadvantaged- (HDI) by unfair discrimination on the basis of</i>				
1	Gender are women (ownership)* >75% - 100% women ownership: 5 points >50% - 75% women ownership: 4 points >25% - 50% women ownership: 3 points >0% - 25% women ownership: 2 points 0% women ownership = 0 points	5	<ul style="list-style-type: none"> Company Registration Certification Central Supplier Database report 	<ul style="list-style-type: none"> Issued by the Companies and Intellectual Property Commission Report name: CSD Registration report
2	Race are black persons (ownership)* >75% - 100% black ownership: 5 points >50% - 75% black ownership: 4 points >25% - 50% black ownership: 3 points >0% - 25% black ownership: 2 points 0% black ownership = 0 points	5	<ul style="list-style-type: none"> B-BBEE certificate; Company Registration Certification Central Supplier Database report 	<ul style="list-style-type: none"> South African National Accreditation System approved certificate or commissioned sworn affidavit Issued by the Companies and Intellectual Property Commission Report name: CSD Registration report
3	Disability are disabled persons (ownership)* <i>WHO disability guideline</i> >2% ownership: 3 points >0% - 2% ownership: 1.5 point 0% ownership = 0 points	3	<ul style="list-style-type: none"> Proof of disability Company Registration Certification 	<ul style="list-style-type: none"> Medical certificate/ South African Revenue Services disability registration Issued by the Companies and Intellectual Property Commission
<i>Reconstruction and Development Programme (RDP) as published in Government Gazette</i>				
4	Promotion of Micro and Small Enterprises <i>Micro with a turnover up to R20million and Small with a turnover up to R80 million as per National Small Enterprise Act, 1996 (Act No.102 of 1996)</i> <i>SME partnership, sub-contracting, joint venture or consortiums</i>	7	<ul style="list-style-type: none"> B-BBEE status level of contributor; South African owned enterprises; Financial Statement to determine annual turnover 	<ul style="list-style-type: none"> Specifically in line with the respective sector codes which the company operates, South African National Accreditation System approved certificate or commissioned sworn affidavit Certificate of incorporation or commissioned sworn affidavit Latest financial statements (1 Year)
	Total points	20		

*Ownership: main tendering entity

2.3.10.5 Risk Analysis

Notwithstanding compliance with regard to any requirements of the tender, the CCT will perform a risk analysis in respect of the following:

- a) reasonableness of the financial offer
- b) reasonableness of unit rates and prices
- c) the tenderer's ability to fulfil its obligations in terms of the tender document, that is, that the tenderer can demonstrate that he/she possesses the necessary professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, capacity, experience, reputation, personnel to perform the contract, etc.; the CCT reserves the right to consider a tenderer's existing contracts with the CCT in this regard
- d) any other matter relating to the submitted bid, the tendering entity, matters of compliance, verification of submitted information and documents, etc.

The conclusions drawn from this risk analysis will be used by the CCT in determining the acceptability of the tender offer.

No tenderer will be recommended for an award unless the tenderer has demonstrated to the satisfaction of the CCT that he/she has the resources and skills required.

2.3.11 Negotiations with preferred tenderers

The CCT may negotiate the final terms of a contract with tenderers identified through a competitive tendering process as preferred tenderers provided that such negotiation:

- a) Does not allow any preferred tenderer a second or unfair opportunity;
- b) Is not to the detriment of any other tenderer; and
- c) Does not lead to a higher price than the tender as submitted.

If negotiations fail to result in acceptable contract terms, the City Manager (or his delegated authority) may terminate the negotiations and cancel the tender, or invite the next ranked tenderer for negotiations. The original preferred tenderer should be informed of the reasons for termination of the negotiations. If the decision is to invite the next highest ranked tenderer for negotiations, the failed earlier negotiations may not be reopened by the CCT.

Minutes of any such negotiations shall be kept for record purposes.

The provisions of this clause will be equally applicable to any invitation to negotiate with any other tenderers.

In terms of the CCT's SCM Policy, tenders must be cancelled in the event that negotiations fail to achieve a market related price with any of the three highest scoring tenderers.

2.3.12 Acceptance of tender offer

Notwithstanding any other provisions contained in the tender document, the CCT reserves the right to:

2.3.12.1 Accept a tender offer(s) which does not, in the CCT's opinion, materially and/or substantially deviate from the terms, conditions, and specifications of the tender document.

2.3.12.2 Accept the whole tender or part of a tender or any item or part of any item or items from multiple manufacturers, or to accept more than one tender (in the event of a number of items being offered), and the CCT is not obliged to accept the lowest or any tender.

2.3.12.3 Accept the tender offer(s), if in the opinion of the CCT, it does not present any material risk and only if the tenderer(s):

- a) is not under restrictions, has any principals who are under restrictions, or is not currently a supplier to whom notice has been served for abuse of the supply chain management system, preventing participation in the CCT's procurement,

- b) can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract,
- c) has the legal capacity to enter into the contract,
- d) is not insolvent, in receivership, under Business Rescue as provided for in chapter 6 of the Companies Act, 2008, bankrupt or being wound up, has his affairs administered by a court or a judicial officer, has suspended his business activities, or is subject to legal proceedings in respect of any of the foregoing, complies with the legal requirements, if any, stated in the tender data, and
- e) is able, in the opinion of the CCT, to perform the contract free of conflicts of interest.

If an award cannot be made in terms of anything contained herein, the CCT reserves the right to consider the next ranked tenderer(s).

2.3.12.4 The CCT reserves the right not to make an award, or revoke an award already made, where the implementation of the contract may result in reputational risk or harm to the CCT as a result of (inter alia):

- a) reports of poor governance or unethical behaviour, or both;
- b) association with known notorious individuals and family of notorious individuals;
- c) poor performance issues, known to the CCT;
- d) negative media reports, including negative social media reports;
- e) adverse assurance (e.g. due diligence) report outcomes; and
- f) circumstances where the relevant vendor has employed, or is directed by, anyone who was previously employed in the service of the state (as defined in clause 1.53 of the SCM Policy), where the person is or was negatively implicated in any SCM irregularity.

2.3.12.5 The CCT reserves the right to nominate a Standby Bidder at the time when an award is made and in the event that a contract is terminated during the execution thereof, the CCT may consider the award of the contract, or non-award, to the Standby Bidder in terms of the procedures included in its SCM Policy.

2.3.13 Prepare contract documents

2.3.13.1 If necessary, revise documents that shall form part of the contract and that were issued by the CCT as part of the tender documents to take account of:

- a) Notices issued during the tender period,
- b) Inclusion of some of the returnable documents, and
- c) Other revisions agreed between the CCT and the successful tenderer.

2.3.13.2 Complete the schedule of deviations attached to the form of offer and acceptance, if any.


2.3.14 Notice to successful and unsuccessful tenderers

2.3.14.1 Before accepting the tender of the successful tenderer the CCT shall notify the successful tenderer in writing of the decision of the CCT's Bid Adjudication Committee to award the tender to the successful tenderer. No rights shall accrue to the successful tenderer in terms of this notice

2.3.14.2 The CCT shall, at the same time as notifying the successful tenderer of the Bid Adjudication Committee's decision to award the tender to the successful tenderer, also give written notice to the other tenderers informing them that they have been unsuccessful.

2.3.15 Provide written reasons for actions taken

Provide upon request written reasons to tenderers for any action that is taken in applying these Conditions of Tender, but withhold information which is not in the public interest to be divulged, which is considered to prejudice the legitimate commercial interests of tenderers or might prejudice fair competition between tenderers.

TENDER DOCUMENT GOODS AND SERVICES		 CITY OF CAPE TOWN ISIXEKO SASEKAPA STAD KAAPSTAD
SUPPLY CHAIN MANAGEMENT		
SCM - 542	Approved by Branch Manager: February 2024	Version: 10 Page 22 of 80

TENDER NO: 185S/2023/24
TENDER DESCRIPTION: THE REPAIR, MAINTENANCE AND VERIFICATION OF VARIOUS SCIENTIFIC INSTRUMENTS FOR THE CITY OF CAPE TOWN
CONTRACT PERIOD: 36 MONTHS FROM THE COMMENCEMENT DATE OF THE CONTRACT

THE CONTRACT

THE CITY OF CAPE TOWN	
A metropolitan municipality, established in terms of the Local Government: Municipal Structures Act, 117 of 1998 read with the Province of the Western Cape: Provincial Gazette 5588 dated 22 September 2000, as amended ("the Purchaser") herein represented by	
AUTHORISED REPRESENTATIVE	

AND

SUPPLIER	
NAME of Company/Close Corporation or Partnership / Joint Venture/ Consortium or Sole Proprietor /Individual (The "Supplier" / "tenderer")	
TRADING AS (if different from above)	
REGISTRATION NUMBER	
PHYSICAL ADDRESS / CHOSEN DOMICILIUM CITANI ET EXECTUANDI OF THE SUPPLIER	
AUTHORISED REPRESENTATIVE	
CAPACITY OF AUTHORISED REPRESENTATIVE	

(HEREINAFTER COLLECTIVELY REFERRED TO AS "THE PARTIES" AND INDIVIDUALLY A "PARTY")

NATURE OF TENDER OFFER (please indicate below)	
Main Offer (see clause 2.2.11.1)	
Alternative Offer (see clause 2.2.11.1)	

C.1 DETAILS OF TENDERER/SUPPLIER

1.1 Type of Entity (Please tick one box)

- Individual / Sole Proprietor
 Close Corporation
 Company
- Partnership or Joint Venture or Consortium
 Trust
 Other:

1.2 Required Details (Please provide applicable details in full):

Name of Company / Close Corporation or Partnership / Joint Venture / Consortium or Individual /Sole Proprietor	
Trading as (if different from above)	
Company / Close Corporation registration number (if applicable)	
Postal address	Postal Code _____
Physical address (Chosen Domicilium Citandi Et Executandi)	Postal Code _____
Contact details of the person duly authorised to represent the tenderer	Name: Mr/Ms _____ (Name & Surname) Telephone :(_____) _____ Fax :(_____) _____ Cellular Telephone: _____ E-mail address: _____
Income tax number	
VAT registration number	
SARS Tax Compliance Status PIN	
CCT Supplier Database Registration Number (See Conditions of Tender)	
National Treasury Central Supplier Database registration number (See Conditions of Tender)	
Is tenderer the accredited representative in South Africa for the Goods / Services / Works offered?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, enclose proof
Is tenderer a foreign based supplier for the Goods / Services / Works offered?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, answer the Questionnaire to Bidding Foreign Suppliers (below)
Questionnaire to Bidding Foreign Suppliers	a) Is the tenderer a resident of the Republic of South Africa or an entity registered in South Africa? <input type="checkbox"/> Yes <input type="checkbox"/> No
	b) Does the tenderer have a permanent establishment in the Republic of South Africa? <input type="checkbox"/> Yes <input type="checkbox"/> No
	c) Does the tenderer have any source of income in the Republic of South Africa? <input type="checkbox"/> Yes <input type="checkbox"/> No
	d) Is the tenderer liable in the Republic of South Africa for any form of taxation? <input type="checkbox"/> Yes <input type="checkbox"/> No

C.2 FORM OF OFFER AND ACCEPTANCE

TENDER 185S/2023/24 :THE REPAIR, MAINTENANCE AND VERIFICATION OF VARIOUS SCIENTIFIC INSTRUMENTS FOR THE CITY OF CAPE TOWN

C.2.1 Offer (To Be Completed by the Tenderer as Part of Tender Submission)

The tenderer, identified in the offer signature table below,

HEREBY AGREES THAT by signing the *Form of Offer and Acceptance*, the tenderer:

1. confirms that it has examined the documents listed in the Index (including Schedules and Annexures) and has accepted all the Conditions of Tender;
2. confirms that it has received and incorporated any and all notices issued to tenderers issued by the CCT;
3. confirms that it has satisfied itself as to the correctness and validity of the tender offer; that the price(s) and rate(s) offered cover all the goods and/or services specified in the tender documents; that the price(s) and rate(s) cover all its obligations and accepts that any mistakes regarding price(s), rate(s) and calculations will be at its own risk;
4. offers to supply all or any of the goods and/or render all or any of the services described in the tender document to the CCT in accordance with the:
 - 4.1 terms and conditions stipulated in this tender document;
 - 4.2 specifications stipulated in this tender document; and
 - 4.3 at the prices as set out in the **Price Schedule**.
5. accepts full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on it in terms of the Contract.

SIGNED AT _____ (PLACE) ON THE _____ (DAY) OF _____ (MONTH AND YEAR)

For and on behalf of the Supplier
(Duly Authorised)
Name and Surname:

Witness 1 Signature
Name and Surname:

Witness 2 Signature
Name and Surname:

INITIALS OF CCT OFFICIALS		
1	2	3

FORM OF OFFER AND ACCEPTANCE (continued)

TENDER 185S/2023/24 :THE REPAIR, MAINTENANCE AND VERIFICATION OF VARIOUS SCIENTIFIC INSTRUMENTS FOR THE CITY OF CAPE TOWN.

C.2.2 Acceptance (To Be Completed by the CCT)

By signing this part of this *Form of Offer and Acceptance*, the CCT accepts the tenderer's (if awarded the Supplier's) offer. In consideration thereof, the CCT shall pay the Supplier the amount due in accordance with the conditions of contract. Acceptance of the Supplier's offer shall form an agreement between the CCT and the Supplier upon the terms and conditions contained in this document.

The terms of the agreement are contained in the Contract (as defined) including drawings and documents or parts thereof, which may be incorporated by reference.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the *Tender Returnable Documents* as well as any changes to the terms of the offer agreed by the tenderer and the CCT during this process of offer and acceptance, are contained in the *Schedule of Deviations* attached to and forming part of this *Form of Offer and Acceptance*. No amendments to or deviations from said documents are valid unless contained in the *Schedule of Deviations*.

The Supplier shall within 2 (two) weeks after receiving a complete, copy of the Contract, including the *Schedule of Deviations* (if any), contact the CCT to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documents to be provided in terms the *Special Conditions of Contract*. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation / breach of the agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the Commencement Date, being the date upon which the Supplier confirms receipt from the CCT of 1 (one) complete, signed copy of the Contract, including amendments or deviations contained in the *Schedule of Deviations* (if any).

For and on behalf of the City of Cape Town
(Duly Authorised)
Name and Surname:

Witness 1 Signature
Name and Surname:

Witness 2 Signature
Name and Surname:

FORM OF OFFER AND ACCEPTANCE (continued)

TENDER 185S/2023/24 :THE REPAIR, MAINTENANCE AND VERIFICATION OF VARIOUS SCIENTIFIC INSTRUMENTS FOR THE CITY OF CAPE TOWN.

C.2.3 Schedule of Deviations (To be Completed by the CCT upon Acceptance)

Notes:

1. The extent of deviations from the tender documents issued by the CCT before the tender closing date, is limited to those permitted in terms of the conditions of tender.
2. A tenderer's covering letter shall not be included in the final Contract document. Should any matter in such letter, which constitutes a deviation as aforesaid, become the subject of agreements reached during the process of offer and acceptance, the outcome of such agreement shall be recorded here.
3. Any other matter arising from the process of offer and acceptance either as a confirmation, clarification or change to the tender documents and which it is agreed by the Parties to become an obligation of the Contract, shall be recorded here.
4. Any change or addition to the tender documents arising from the above agreements and recorded here, shall form part of the Contract.

1 Subject
Details

2 Subject
Details

3 Subject
Details

4 Subject
Details

ONLY TO BE COMPLETED AT ACCEPTANCE STAGE

By the duly authorised representatives signing this agreement, the CCT and the tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to this tender document and addenda thereto as listed in the *Tender Returnable Documents*, as well as any confirmation, clarification or changes to the terms of the offer agreed by the tenderer and the CCT during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the Commencement Date, shall have any meaning or effect between the Parties arising from the agreement.

FORM OF OFFER AND ACCEPTANCE (continued)

TENDER 185S/2023/24 :THE REPAIR, MAINTENANCE AND VERIFICATION OF VARIOUS SCIENTIFIC INSTRUMENTS FOR THE CITY OF CAPE TOWN.

C.2.4 Confirmation of Receipt (To be Completed by Supplier upon Acceptance)

The Supplier identified in the offer part of the Contract hereby confirms receipt from the CCT of 1 (one) complete, signed copy of the Contract, including the *Schedule of Deviations* (if any) on:

The..... (Day)
Of..... (Month)
20..... (year)
At..... (Place)

For the Supplier: Signature(s)
Name(s)
Capacity
Signature and name of witness:
Signature Name

ONLY TO BE COMPLETED AT ACCEPTANCE STAGE

C.3 OCCUPATIONAL HEALTH AND SAFETY AGREEMENT

AGREEMENT MADE AND ENTERED INTO BETWEEN THE CCT (HEREINAFTER CALLED THE "CCT") AND

.....,
(Supplier/Mandatory/Company/CC Name)

IN TERMS OF SECTION 37(2) OF THE OCCUPATIONAL HEALTH AND SAFETY ACT, 85 OF 1993 AS AMENDED.

I,, representing

....., as an employer in its own right in its own right, do hereby undertake to ensure, as far as is reasonably practicable, that all work will be performed, and all equipment, machinery or plant used in such a manner as to comply with the provisions of the Occupational Health and Safety Act (hereafter "OHS") and the Regulations promulgated thereunder.

I furthermore confirm that I am/we are registered with the Compensation Commissioner and that all registration and assessment monies due to the Compensation Commissioner have been fully paid or that I/We are insured with an approved licensed compensation insurer.

COID ACT Registration Number:

OR Compensation Insurer: Policy No:

I undertake to appoint, where required, suitable competent persons, in writing, in terms of the requirements of OHS and the Regulations and to charge him/them with the duty of ensuring that the provisions of OHS and Regulations as well as the Council's Special Conditions of Contract, Way Leave, Lock-Out and Work Permit Procedures are adhered to as far as reasonably practicable.

I further undertake to ensure that any subcontractors employed by me will enter into an occupational health and safety agreement separately, and that such subcontractors comply with the conditions set.

I hereby declare that I have read and understand the Occupational Health and Safety Specifications contained in this tender and undertake to comply therewith at all times.

I hereby also undertake to comply with the Occupational Health and Safety Specification and Plan submitted and approved in terms thereof.

Signed aton the.....day of.....20....

Witness

Mandatory

Signed at..... on the.....day of.....20

Witness

for and on behalf of
CCT

C.4 PRICE SCHEDULE

Bid specifications may not make any reference to any particular trade mark, name, patent, design, type, specific origin or producer, unless there is no other sufficiently precise or intelligible way of describing the characteristics of the work, in which case such reference must be accompanied by the words "or equivalent".

TENDERERS MUST NOTE THAT WHEREVER THIS DOCUMENT REFERS TO ANY PARTICULAR TRADE MARK, NAME, PATENT, DESIGN, TYPE, SPECIFIC ORIGIN OR PRODUCER, SUCH REFERENCE SHALL BE DEEMED TO BE ACCOMPANIED BY THE WORDS 'OR EQUIVALENT'

ITEM 1

Item 1A: Calibration of mass pieces

Calibration for all mass pieces must include the following activities

- 1) All certified reference material used must be traceable to national or international metrology standards.
- 2) All calibrations must be performed by ISO17025 laboratories and the parameters must be included in the scope of accreditation.
- 3) If the calibration is outsourced, the ISO17025 laboratory's scope of accreditation must include the parameters tested
- 4) Calibration certificates provided must have metrological traceability to national or international standards
- 5) A calibration sticker must be provided per instrument
- 6) All certified reference material required for calibrations must be provided by the tenderer
- 7) The calibration is to be performed offsite, provision must be made for collection and delivery of mass pieces to Scientific Services, Athlone.

Mass Pieces

Item	Description	Units	Price per Calibration in Rands (Excl VAT)
1A.1	0.02 g Mass Piece	Each	
1A.2	0.05 g Mass Piece	Each	
1A.3	0.1g Mass Piece	Each	
1A.4	0.2g Mass Piece	Each	
1A.5	0.5g Mass Piece	Each	
1A.6	1g Mass Piece	Each	
1A.7	2g Mass Piece	Each	
1A.8	5g Mass Piece	Each	
1A.9	10g Mass Piece	Each	
1A.10	20g Mass Piece	Each	
1A.11	50g Mass Piece	Each	
1A.12	100 g Mass Piece	Each	
1A.13	200 g Mass Piece	Each	
1A.14	500 g Mass Piece	Each	
1A.15	1 kg Mass Piece	Each	
1A.16	2 kg Mass Piece	Each	
1A.17	5 kg Mass Piece	Each	
1A.18	10 kg Mass Piece	Each	

ITEM 2**Item 2A: Calibration of balances****Onsite-Calibration for all balances must include the following activities**

- 1) All certified reference material used must be traceable to national or international metrology standards.
- 2) All calibrations must be performed by ISO17025 laboratories and the parameters must be included in the scope of accreditation.
- 3) If the calibration is outsourced, the ISO17025 laboratory's scope of accreditation must include the parameters tested
- 4) Calibration certificates provided must have metrological traceability to national or international standards
- 5) A calibration sticker must be provided per instrument
- 6) A minimum of a 9 point calibration must be performed from 0% - 100% capacity of the balance
- 7) Analytical balances must be calibrated from at least 0.1g

Item	Make	Model	Capacity	Units	Price per Calibration in Rands (Excl VAT)
2A.1	Mettler Toledo	AE200	200 g	Each	
2A.2	Sartorius	BL15005	1500 g	Each	
2A.3	Denver	TP3002	3100 g	Each	
2A.4	Denver	TP3002	3100 g	Each	
2A.5	Mettler Toledo	CMF MS240S	220 g	Each	
2A.6	Sartorius	Secura 224-1S	220g	Each	
2A.7	Sauter	RC1631	16000g	Each	
2A.8	Precisa	XB 220 A	220 g	Each	
2A.9	OHAUS	EX124/AD	120 g	Each	
2A.10	Precisa	205A	205 g	Each	
2A.11	Precisa	XB 220 A	220 g	Each	
2A.12	Precisa	X 1200C	1200 g	Each	
2A.13	Radwag	AS 220.R2	220 g	Each	
2A.14	Sartorius	Practum 224-1S	220 g	Each	
2A.15	Sartorius	Secura 224-1S	220 g	Each	
2A.16	Precisa	262SMA-FR	202g	Each	
2A.17	OHAUS	AV 8101	8100 g	Each	
2A.18	Sartorius	Quintix 6102-1S	6100 g	Each	
2A.19	Precisa	205A	205 g	Each	
2A.20	Mettler Toledo	AB204	220 g	Each	
2A.21	Radwag	PS750.R2	750 g	Each	
2A.22	Radwag	PS750.R3	750 g	Each	
2A.23	OHAUS	AP250D	250 g	Each	
2A.24	OHAUS	AP250D	250 g	Each	
2A.25	Precisa	BJ 6100D	6100 g	Each	
2A.26	RADWAG	PS4500.X2.M	4500 g	Each	
2A.27	RADWAG	AS 220.X2 PLUS	220 g	Each	

Item 2B: Repair of balances

The repair services for balances include the the following.

- 1) Diagnostics assessment of units that specifies the repairs required.
- 2) Detailed report on the assessment findings

Item	Description of repair service	Units	Total Price (Excl VAT)
2B.1	Diagnostic assessment of units for fault finding	Each	

ITEM 3**Item 3A: Calibration of vertical-type steam autoclaves**

Calibration for all autoclaves must include the following activities

- 1) If certified reference material are used it must be traceable to national or international metrology standards.
- 2) All calibrations must be performed by ISO17025 laboratories
- 3) The ISO17025 laboratory (or equivalent) scope of accreditation must include the parameters tested
- 4) If the calibration is outsourced, the ISO17025 laboratory's scope of accreditation must include the parameters tested
- 5) Calibration certificates provided must have metrological traceability to national or international standards
- 6) Full autoclave cycle check for the following autoclave parameters: temperature mapping, pressure and time interval accuracy at 115 and 121 °C
- 7) A calibration sticker must be provided per instrument
- 8) All certified reference material required for calibrations must be provided by the supplier
- 9) Calibrations must be done on site i.e at Scientific Services Branch, Athlone.

Item	Description of Instrument	Units	Price per Calibration in Rands (Excl VAT)
3A.1	ALP Autoclave ; CL- 40L top loader	Each	

Item 3B: Servicing of vertical-type steam autoclaves

Servicing of all autoclaves must include the following activities

- 1) Visual inspection and evaluation of hardware and software components
- 2) Verification according to factory specifications

Electrical

- 1) Check all limit switches, adjust where necessary
- 2) Test pressure and vacuum switches for correct functioning, adjust/replace if deemed necessary
- 3) Examine contact thermometer or temperature controller
- 4) Check all timers and overload units for correct settings, adjust if necessary
- 5) Check all indication lights, replace if necessary
- 6) Check fixing screws on all electrical components
- 7) Examine all electrical connections and contacts in the control box, repair where applicable
- 8) Check solenoids for overheating
- 9) Verify that all parts and equipment, which require to be earthed are properly bonded together and connected to a proper "earth"
- 10) Clean out control box

Door

- 1) Replace chamber door seal
- 2) Test door-locking mechanism (examine ratchet set, replace diaphragm) where applicable
- 3) Examine door bellows, replace where applicable
- 4) Lubricate nosepiece and spindle
- 5) Check wearing strips and fingers
- 6) Test clutch on sliding door
- 7) Check door catch mechanism
- 8) Visually check door for cracks
- 9) Visually check safety flap operation where fitted
- 10) Visually check door guides, replace if necessary

Instruments

- 1) Check all pressure and vacuum gauges
- 2) Check temperature recorder or printer
- 3) Check pen and ink or ribbon
- 4) Check temperature gauge or readout

Steam generator

- 1) Remove blowdown pipes, clean and repair
- 2) Remove boiler probes, repair/replace if necessary
- 3) Examine elements and replace if necessary
- 4) Visually inspect boiler for leaks and cracks

Servicing must be done on site i.e at Scientific Services Branch, Athlone

Servicing: Autoclaves

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
3B.1	Service of autoclaves	Each	

Item 3C: Repair of Autoclaves

Repair for all autoclaves must include the following activities:

Electrical

- 1) Check all indication lights, replace if necessary

Mechanical

- 1) Open all non-return valves and replace seats
- 2) Open all steam traps and seats, replace steam trap kits
- 3) Check all reducing valves for accuracy, adjust and replace where applicable
- 4) Examine water tank and condensers for corrosion, replace if necessary
- 5) Check condition of all "V" belts and pulleys, adjust or replace where applicable

Door

- 1) Examine door bellows, replace where applicable
- 2) Visually check door guides, replace if necessary

Repair: Autoclaves

Item	Description of repair service	Units	Price per Service in Rands (Excl VAT)
3C.1	Repair of units	Each	

ITEM 4**Item 4A: Calibration of centrifuges**

Calibration for all centrifuges must include the following

- 1) All certified reference material used must be traceable to national or international metrology standards.
- 2) The ISO17025 laboratory scope of accreditation must include the parameters tested
- 3) If the calibration is outsourced, the ISO17025 laboratory's scope of accreditation must include the parameters tested
- 4) Calibration certificates provided must have metrological traceability to national or international standards
- 5) Linearity to be evaluated for a minimum of 4 runs at 4 different speed setting
- 6) The repeatability must be evaluated for a minimum of 4 runs for one of the speed settings
- 7) A calibration sticker must be provided per instrument
- 8) All Certified Reference Material required for calibrations must be provided by the supplier
- 9) On site calibration i.e at Scientific Services Branch, Athlone.

Calibration: Centrifuges On Site Calibration.			
Item	Description of Instrument	Units	Price per Calibration in Rands (Excl VAT)
4A.1	Eppendorf (5804)	Each	
4A.2	Jouan (C5i)	Each	
4A.3	Hermle Z366	Each	
4A.4	Hermle Z513	Each	
4A.5	Hermle Z216MK	Each	
4A.6	Hettich Rotina 46	Each	
4A.7	Hermle ZK496	Each	

Item 4B: Servicing of centrifuges
<p>Servicing all centrifuges must include the following activities</p> <ol style="list-style-type: none"> 1) Visual inspection and evaluation of hardware and software components 2) Verification according to factory specifications 3) Check lid lock functionality 4) Check rubber lid seal 5) Check speed adjustment 6) Check timer function 7) Check hardware and software 8) Check LED Display and Backlight 9) Check Motor Mounts (motor, suspension and motor shaft) 10) Clean chamber and chassis 11) Grease the lid latch and clean overall instrument 12) Check PCBs and brake resistor 13) Check latch mechanism, lid and emergency release 14) Check gas filter 15) A service report must be provided, indicating the warranty period for parts replaced 16) A service sticker must be provided

Servicing: Centrifuges			
Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
4B.1	Diagnostic assessment of units for fault finding	Each	
4B.2	Eppendorf (5804)	Each	
4B.3	Jouan (C5i)	Each	
4B.4	Hermle Z366	Each	
4B.5	Hermle Z513	Each	
4B.6	Hermle Z216MK	Each	
4B.7	Hettich Rotina 46	Each	
4B.8	Hermle ZK496	Each	

ITEM 5**Item 5A: Calibration of micro pipettes**

Calibration for all pipettes must include the following

- 1) All certified reference material used must be traceable to national or international metrology standards.
- 2) All calibrations must be performed by ISO17025 laboratories
- 3) The ISO17025 laboratory scope of accreditation must include the parameters tested
- 4) Calibration certificates provided must have metrological traceability to national or international standards
- 5) The results must be based on at least 10 measurements of at least 3 volume settings, one of which includes the nominal volume of the instrument. For fixed volume pipettes only one volume setting is required.
- 6) Maximum permissible systematic and random errors must correspond to those tolerated according to ISO requirement for the instrument type
- 7) A calibration sticker must be provided per instrument

Item	Description of Instrument	Units	Price per Calibration in Rands (Excl VAT)
5A.1	Boeco (0,005 - 0,05 mL)	Each	
5A.2	Boeco (0,05 - 0,2 mL)	Each	
5A.3	Pipette Eppendorf (0,01 - 0,1 mL)	Each	
5A.4	Pipette Eppendorf (0,02 - 0,2 mL)	Each	
5A.5	Pipette Eppendorf (0,1 - 1 mL)	Each	
5A.6	Pipette Eppendorf (1 - 10 mL)	Each	
5A.7	Pipette Eppendorf Multipipette plus	Each	
5A.8	Pipette Eppendorf (0,5 - 5 mL)	Each	
5A.9	Pipette Gilson (0,002- 0,02 mL)	Each	
5A.10	Pipette Gilson (0,02 - 0,2 mL)	Each	
5A.11	Pipette Gilson (0,1 - 1 mL)	Each	
5A.12	Pipette Gilson (0,5 - 5 mL)	Each	
5A.13	Pipette Gilson (1 - 10 mL)	Each	
5A.14	Pipette Gilson (1 - 5 mL)	Each	
5A.15	Pipette GilsonUltra 8x300 (1 - 10 mL)	Each	
5A.16	Pipette Socorex (0,01 - 0,1 mL)	Each	
5A.17	Pipette Socorex (1 - 10 mL)	Each	

Item 5B: Servicing and repair of micro pipettes

Servicing and repair for all pipettes must include the following

- 1) Diagnostic assessment of unit with detailed report
- 2) Piston replacement of units

Servicing: Pipettes			
Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
5B.1	Diagnostic assessment of units for fault finding	Each	
5B.2	Piston replacement	Each	

ITEM 6

Item 6A: Calibration of infrared thermometers			
Calibration for all infrared thermometers must include the following:			
<ol style="list-style-type: none"> 1) All certified reference material used must be traceable to national or international metrology standards. 2) All calibrations must be performed by ISO17025 laboratories 3) The ISO17025 laboratory scope of accreditation must include the parameters tested 4) Calibration is required at one temperature point (20 °C) 5) Calibrations must be performed with an emissivity of 0.95 6) The distance from the test spot to the instrument must be indicated on the calibration certificate 7) The certificate must specify the lens aspect ratio of the instrument and the black-body source aperture 8) The results must indicate the test instrument deviation/error/offset. 9) The thermometer is used to obtain a temperature reading from a round, clear, plastic 250 mL bottle with a diameter of 18 cm. 10) Calibration certificates provided must have metrological traceability to national or international standards 11) A calibration sticker must be provided per instrument 12) All Certified Reference Material required for calibrations must be provided by the supplier 			

Calibration: Infrared thermometers			
Item	Description of Instrument	Units	Price per Calibration in Rands (Excl VAT)
6A.1	Infrared thermometer	Each	
6A.2	Folding infrared thermometer	Each	

ITEM 7

Item 7A: Calibration of Saveris temperature and humidity monitoring system.			
Calibration for all temperature and humidity monitoring systems must include the following			
<ol style="list-style-type: none"> 1) All certified reference material used must be traceable to national or international metrology standards. 2) All calibrations must be performed by ISO17025 laboratories 3) The ISO17025 laboratory (or equivalent) scope of accreditation must include the parameters tested 4) If the calibration is outsourced, the ISO17025 laboratory's scope of accreditation must include the parameters tested 5) Temperature calibrations must be performed with a dry block calibrator (probes to be placed in the calibrator) or using a portable oil bath 6) Humidity calibrations must be performed using a humidity chamber 7) Calibration certificates provided must have metrological traceability to national or international standards 8) A calibration sticker must be provided per instrument 9) All Certified Reference Material required for calibrations must be provided by the supplier 10) All calibration must be done on site for items 1-4 11) If calibration is to be performed offsite, provision must be made for collection and delivery of thermometer to Scientific Services, Athlone. 			

Calibration of Saveris Temperature and Humidity monitoring system			
Item	Description of Instrument	Units	Price per Calibration (Excl VAT)
7A.1	Temperature probe T1D, internal Saveris T-1D with internal sensor	Each	
7A.2	Temperature probe T3D, external, 868MHz Saveris T-3D with external probes	Each	
7A.3	Testo Saveris T2D, 868 MHz Saveris T-2D with 1 external probe	Each	
7A.4	Humidity probe H2D, 868 MHz, V1.0 H-2D humidity loggers	Each	
7A.5	104-IR Food safety thermometer	Each	

Item 7B: Repair of temperature and humidity monitoring system.

Repair and upgrade for all temperature and humidity monitoring systems must include the following

- 1) Diagnostic assessment of units.

Repair: Temperature and Humidity monitoring system

Item	Description of repair service	Units	Price per Service in Rands (Excl VAT)
7B.1	Diagnostic assessment of units and server for fault finding	Each	
7B.2	Repair of Saveris server system	Each	

ITEM 8

Item 8A: Calibration of incubators

Calibration for all incubators must include the following

- 1) All certified reference material used must be traceable to national or international metrology standards.
- 2) Calibration to be performed by an ISO17025 accredited calibration laboratory
- 3) Calibration certificates provided must have metrological traceability to national or international standards
- 4) A standard 20 minute logging protocol is to be used, with 1 temperature point using 8 probes evenly distributed.
- 5) A calibration sticker must be provided per instrument
- 6) All certified reference material required for calibrations or verification must be provided by the supplier
- 7) All calibrations and/or verifications must be done on site.
- 8) Verification according to factory specifications must be done using a calibrated verification kit

Calibration: Incubators

Item	Description of Instrument	Units	Price per Calibration in Rands (Excl VAT)
8A.1	Memmert BE600	Each	
8A.2	Memmert INP600	Each	
8A.3	Memmert IN260	Each	
8A.4	Orbishake	Each	

8A.5	Diagnostic assessment of units for fault finding	Each	
------	--	------	--

ITEM 9

Item 9A: Calibration of water bath circulators

Calibration for all water bath circulators must include the following

- 1) All calibrations must be performed by ISO17025 laboratories or equivalent
- 2) Calibration certificates provided must have metrological traceability to national or international standards
- 3) A standard 20 minute logging protocol is to be used, with 1 temperature point using 8 probes evenly distributed
- 4) A calibration sticker must be provided per instrument
- 5) All certified reference material required for calibrations must be provided by the supplier
- 6) All calibrations to be done on site.

Calibrations: Waterbath circulator

Item	Description of Instrument	Units	Price per Calibration in Rands (Excl VAT)
9A.1	Julabo ED	Each	
9A.2	Julabo Corio C	Each	
9A.3	Labcon	Each	

Item 9B: Assessment and repair of water bath circulators

Assessment and repair for all water bath circulators must include the following

- 1) Diagnostics assessment of the unit indicating faults
- 2) Replacement of thermostat of unit
- 3) Replacement of heating element of unit
- 4) Replacement of circulation pump of unit

Item	Description of repair service	Units	Price per Service in Rands (Excl VAT)
9B.1	Diagnostic assessment of units for fault finding	Each	
9B.2	Replacement of thermostat	Each	
9B.3	Replacement of heating element	Each	
9B.3	Replacement of circulation pump	Each	

ITEM 10

Item 10A: Calibration of tintometer/thermostatically controlled cabinet

Calibration of Tintometer/Thermostatically controlled cabinet must include the following

- 1) All certified reference material used must be traceable to national or international metrology standards.
- 2) The ISO17025 laboratory scope of accreditation must include the parameters tested
- 3) Calibration certificates provided must have metrological traceability to national or international standards
- 3) If the calibration is outsourced, the ISO17025 laboratory's scope of accreditation must include the parameters tested
- 5) Calibrate Tintometer at the required operational temperatures
- 6) A calibration sticker must be provided per instrument
- 7) All certified reference material required for calibrations must be provided by the supplier

- 9) All calibrations must be done on site.
10) Verification according to factory specifications

Calibration: Tintometer/Thermostatically controlled cabinet

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
10A.1	Tintometer/Thermostatically controlled cabinet	Each	
10A.2	Diagnostic assessment of units for fault finding	Each	

ITEM 11

Item 11A: Servicing, calibration and repair of Metrohm pH and conductivity systems

Servicing of Metrohm pH and conductivity systems must include the following

- 1) Inspection of sampling modules, dispensing units and mechanical systems
- 2) Leak checks for respective units.
- 3) Verification according to factory specifications using certified reference material that is calibrated and traceable to national or international metrology standards
- 4) Perform dosing tests on all Dosinos
- 5) Check all control units
- 6) MSB tests to be performed on all units
- 7) USB tests to be performed on all units
- 8) Temperature checks to be verified on all units
- 9) Service of sample processors
- 10) Service of titrandos
- 11) Service of conductivity modules
- 12) Service of pH modules
- 13) Supply and installation of 1LL aquatrode and 1 LL unitrode electrode per unit
- 14) Service of pump units
- 15) Supply of ten anti-diffusion microvalves
- 16) Servicing of all dosino units
- 17) Servicing of all dosing units
- 18) Service of magnetic stirrer units
- 19) Supply and installation of gasket
- 20) Supply and replace of spray nozzles
- 21) Supply and installation of PTFE and FEP tubing connections
- 22) Supply and installation of gear belts
- 23) Servicing of robotic arm
- 24) Units contain a robotic USB sampler, stirrer, dosino, relay box, pump station, titrando and conductivity module. Service must include the preventative maintenance of the abovementioned parts.
- 25) A service report must be provided, indicating the warranty period for parts replaced
- 26) A service sticker must be provided
- 27) Service must be done on-site at Scientific Services

Servicing and calibration of Metrohm pH and conductivity systems

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
11A.1	Servicing of Metrohm pH and conductivity systems	Each	

Item 11B: Repair of Metrohm pH and conductivity systems

Repair of Metrohm pH and conductivity systems must include the following

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)

3) All activities to ensure the instrument is functional after completion of the repair.

Repair: Metrohm pH and conductivity systems			
Item	Description of repair service	Units	Price per Service in Rands (Excl VAT)
11B.1	Diagnostic assessment of units for fault finding	Each	
11B.2	Supply of 1LL aquatrode unitrode	Each	
11B.3	Supply of 1 LL unitrode electrode	Each	
11B.4	Supply of 1 conductivity electrodes	Each	
11B.5	Supply and installation of Aspiration tip for overflow burette	Each	
11B.6	Supply and installation of level sensor	Each	
11B.7	Supply and installation of gear belts	Each	
11B.8	Supply and installation conductivity modules.	Each	
11B.9	Supply and installation of piston pumps.	Each	
11B.10	Supply and installation of power supply for robotic USB sampler	Each	
11B.11	Supply of PCB board for robotic sampler unit	Each	

ITEM 12

Item 12A: Servicing, calibration and repair of Metrohm chemical oxygen demand titration system.

Servicing of Metrohm chemical oxygen demand titration system must include the following

- 1) Visual inspection on all hardware
- 2) Inspection of sampling modules, dispensing units and mechanical systems
- 3) Verification according to factory specifications using certified reference material that is calibrated and traceable to national or international metrology standards
- 4) Perform dosing tests on all dosing units
- 5) Service of Dosinos and Dosing units
- 6) Service of glass cylinder dosing units
- 7) Check all control units
- 8) USB tests performed on all ports
- 9) Service sample processors with magnetic stirrers
- 10) Service titrandos
- 11) Supply and installation five anti-diffusion microvalves
- 12) Supply and installation of one jed. Schlanker teil electrodes per COD system
- 13) A service report must be provided, indicating the warranty period for parts replaced
 1. A service sticker must be provided
 2. Service must include the preventative maintenance of the USB sample processor, dosino and titrando.
 3. On site servicing required

Servicing of Metrohm chemical oxygen demand titration system

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
12A.1	Servicing of Metrohm chemical oxygen demand titration system	Each	

Item 12B: Repair of Metrohm chemical oxygen demand titration system

Repair of Metrohm chemical oxygen demand titration system must include the following

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Repair: Servicing of Metrohm chemical oxygen demand titration system

Item	Description of repair service	Unit	Price per Service in Rands (Excl VAT)
12B.1	Diagnostic assessment of units for fault finding	Each	
12B.2	Supply and installation five anti-diffusion microvalves	Each	
12B.3	Supply of one jed. Schlanker teil electrodes	Each	
12B.4	Supply and installation of Titrande unit.	Each	
12B.5	Supply and installation of power supply for robotic USB sampler	Each	
12B.6	Supply of PCB board for robotic sampler unit	Each	

ITEM 13**Item 13A: Servicing and calibration of Metrohm titrotherm titration system**

Service for Thermo-Titration system must include the following

- 1) Diagnostic Evaluation
- 2) Visual inspection on all hardware
- 3) Inspection of sampling modules, dispensing units and mechanical systems
- 4) Verification according to factory specifications using certified reference material that is calibrated and traceable to national or international metrology standards
- 5) Perform dosing tests on all dosinos
- 6) Check all control units
- 7) MSB tests to be performed on all units
- 8) USB tests to be performed on all units
- 9) Temperature checks to be verified on all units
- 10) Servicing of all dosing units
- 11) Service of titrotherm – verification
- 12) A service report must be provided, indicating the warranty period for parts replaced
- 13) A service sticker must be provided
- 14) On site servicing required

Servicing and calibration of Metrohm titrotherm titration system

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)

13A.1	Metrohm titrotherm titration system	Each	
13A.2	Diagnostic assessment of units for fault finding	Each	

ITEM 14

Item 14A: Servicing, calibration and repair of Metrohm dosing interface system

Servicing of Metrohm dosing interface system must include the following

- 1) Diagnostic Evaluation
- 2) Visual inspection on all hardware
- 3) Inspection of sampling modules, dispensing units and mechanical systems
- 4) Verification according to factory specifications using certified reference material that is calibrated and traceable to national or international metrology standards
- 5) Perform dosing tests on all Dosinos
- 6) Check all control units
- 7) MSB tests to be performed on all units
- 8) USB tests to be performed on all units
- 9) Temperature checks to be verified on all units
- 10) Servicing of all dosing units
- 11) A service report must be provided, indicating the warranty period for parts replaced
- 12) A service sticker must be provided
- 13) On site servicing required

Servicing of Metrohm dosing interface system

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
14A.1	Metrohm dosing interface system	Each	
14A.2	Diagnostic assessment of units for fault finding	Each	

ITEM 15

Item 15A: Servicing of Metrohm Omnis Turbidity

Servicing of Metrohm Omnis Turbidity system must include the following:

- 1) Perform visual and diagnostic assessment on the instrument
- 2) Adjustment of OMNIS sample robot according to factory specifications
- 3) Service of OMNIS Sample robot small pick and place module
- 4) Service of OMNIS Sample robot rod stirrer
- 5) Service of OMNIS 2 channel pump modules
- 6) Service of OMNIS pick and place module without stirrer
- 7) Supply of consumable kit for OMNIS 2 channel pump module
- 8) Supply of consumable kit for OMNIS Gripper
- 9) Verification according to factory specifications using certified reference material that is calibrated and traceable to national or international metrology standards

Service: Metrohm Omnis Turbidity system

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
15A.1	Metrohm Omnis Turbidity system	Each	
15A.2	Diagnostic assessment of units for	Each	

fault finding		
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ITEM 16

Item 16A: Servicing and repair of a direct mercury analyser.

Onsite-servicing of Direct Mercury Analyser DMA 80 evo must include the following

- 1) Visual inspection and evaluation of hardware and software components
- 2) Verification according to factory specifications using certified reference material must be calibrated and traceable to national or international metrology standards
- 3) Clean amalgamator tube from residue
- 4) Replace silicon O-rings
- 5) Replace silicon joints
- 6) Clean flange
- 7) Inspect ceramic insulating disc
- 8) Clean drying/decomposition coil
- 9) Activate catalyst/amalgamator
- 10) Perform maintenance on pneumatic actuators
- 11) Supply and installation of fuses
- 12) A service report must be provided, indicating the warranty period for parts replaced
- 13) A service sticker must be provided

Servicing: Direct Mercury Analyser

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
16A.1	Direct mercury analyzer (DMA 80 evo) including compressor unit	Each	

Item 16B: Repair of Direct Mercury Analyser

Repair of Direct mercury analyzer (DMA 80 evo) must include the following

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Repair of Direct Mercury Analyser

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
16B.1	Diagnostic assessment of units for fault finding	Each	
16B.2	Supply of amalgamator tube complete with two connections	Each	
16B.3	Supply and installation of temperature sensor	Each	
16B.4	Supply and installation of heating coils for amalgamator	Each	
16B.5	Supply and installation of flowmeter	Each	
16B.6	Supply and installation of compressor unit for DMA 80	Each	
16B.7	Supply and installation of double sorbent traps	Each	

ITEM 17**Item 17A: Servicing of Millipore Water Systems****Servicing of Purification Water Systems must include the following**

- 1) Diagnostic Evaluation of water purification systems
- 2) Visual inspection of units
- 3) Leak checks for respective units.
- 4) Conductivity measurements to be performed on all Mill-Q systems using a flow through conductivity cell that is calibrated and traceable to national and international metrology standards
- 5) A service report must be provided which outlines the warranty period for parts replaced
- 6) Service must include:
- 7) Supply and installation of tank level float sensors for each reservoir
- 8) Supply and installation of tank connector and ball valves for each reservoir
- 9) Supply and installation of RO membranes per system
- 10) Supply and installation of 0.22 µm filters for water dispensers
- 11) Supply and Installation of UV disinfection lamps for water reservoirs
- 12) Supply and installation of front valve for water reservoirs
- 13) External verification of conductivity which is traceable to NIST or equivalent.

Servicing: Water Systems

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
17A.1	RIOS 8 MQ water system equipped with a 60L reservoir equipped with a Proguard 2 Pak	Each	
17A.2	Synergy MQ water dispensing unit equipped with SynergyPak 1	Each	
17A.3	RIOS 24 MQ water system equipped with 100L reservoir and Proguard TS2	Each	
17A.4	Synergy MQ water dispensing unit equipped with SynergyPak 1	Each	
17A.5	MQ Direct 8/16 water system equipped with 60L reservoir equipped with Proguard T3 and QPAKTEX	Each	
17A.6	Synergy MQ water dispensing unit equipped with Q Guard TL1	Each	
17A.7	RIOS 8 MQ water system equipped with a 60L reservoir equipped with a Proguard 2 Pak	Each	
17A.8	Synergy MQ water dispensing unit equipped with SynergyPak 1	Each	
17A.9	RIOS 8 MQ water system equipped with a 60L reservoir equipped with a Proguard 2 Pak	Each	
17A.10	Synergy High Flow water dispensing unit equipped with Synergy Pak 1	Each	
17A.11	RIOS 50 MQ water system equipped with a 100L reservoir equipped with Proguard TL1	Each	
17A.12	Diagnostic assessment of units for fault finding	Each	
17A.13	Supply of activated charcoal filter	Each	
17A.14	Supply of 0.5µm pre-filter	Each	
17A.15	Supply of 1µm pre-filter	Each	
17A.16	Supply and installation of pre-filtration kit	Each	
17A.16	Supply of pretreatment pack	Each	

ITEM 18**Item 18A: Servicing of Quanti-Tray Sealer.**

Service for Quanti-Tray must include the following

- 1) Diagnostic Evaluation
- 2) Visual inspection and evaluation of hardware and software components
- 3) Verification according to factory specifications
- 4) Perform initial inspection before powering on the instrument
- 5) Perform triage inspection
- 6) Clean and disinfect the instrument

Service: Quanti Tray

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
18A.1	Quanti tray sealer plus	Each	

Item 18B: Repair of Quanti Tray Sealer

Repair of Quanti Tray Sealer must include the following

- 1) Diagnostic report
- 2) Supply and installation of IR heater glass
- 3) Supply and installation of motor, couplings and burner
- 4) Supply and installation of temperature sensor insulator
- 5) Supply and installation of AC module input
- 6) Supply and installation of fan
- 7) Supply and installation of power supply unit
- 8) Supply and installation of thermal switch replacement
- 9) Supply and installation of roller assembly replacement
- 10) Supply and installation of tray sensor
- 11) Supply and installation of switch and fan harness replacement

Repair: Quanti-tray sealer

Item	Instrument	Units	Price per Item in Rands (Excl VAT)
18B.1	Diagnostic assessment of units for fault finding	Each	
18B.2	Supply and installation of IR heater glass	Each	
18B.3	Supply and installation of motor, couplings and burner	Each	
18B.4	Supply and installation of temperature sensor insulator	Each	
18B.5	Supply and installation of AC module input	Each	
18B.6	Supply and installation of fan	Each	
18B.7	Supply and installation of power supply unit	Each	
18B.8	Supply and installation of thermal switch replacement	Each	

18B.9	Supply and installation of roller assembly replacement	Each	
18B.10	Supply and installation of tray sensor	Each	
18B.11	Supply and installation of switch and fan harness replacement	Each	

ITEM 19

Item 19A: Servicing of Qiacube Connect Nucleic acid extraction unit

Service for Qiacube connect nucleic acid extraction unit must include the following:

- 1) Cleaning and emptying of waste drawer
- 2) Cleaning of waste drawer liner
- 3) Cleaning of optical sensor
- 4) Cleaning of tip adapter
- 5) Cleaning of gripper and gripper stabilizing rod
- 6) Cleaning of gripper spin column lid holder
- 7) Lubrication of pipettor Z-drive spindle
- 8) Cleaning and decontamination of internal worktable
- 9) Cleaning of shaker rack
- 10) Inspection of pipettor o-ring
- 11) Cleaning of shaker heating adaptor
- 12) Cleaning of reagent bottle rack
- 13) Decontamination of internal and external surfaces
- 14) Cleaning of centrifuge, rotor and buckets
- 15) Lubrication of centrifuge rotor claws and bucket mounts
- 16) Perform initial and final software checks
- 17) Perform touch screen position test
- 18) Perform speaker, LED, door sensor and UV light test
- 19) Perform tightness test
- 20) Perform centrifuge imbalance and speed test
- 21) Perform gripper test
- 22) Perform Ultrasonic shaker and tip check sensor test
- 23) Perform shaker temperature, speed and orbit test
- 24) Perform application and pipette test

Service: Qiacube Connect Nucleic acid extraction unit

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
19A.1	Qiacube Connect Nucleic acid extraction unit	Each	
19A.2	Diagnostic assessment of units for fault finding	Each	

ITEM 20

Item 20A: Servicing of Rotorgene Q 6-plex platform

Service for Rotorgene Q 6-plex platform unit must include the following:

- 1) Inspection and cleaning of cooling flaps, chamber sealing, rotors, locking rings, rotor hub and system
- 2) Replacement of cooling flaps
- 3) Perform initial and final software checks and firmware revisions
- 4) Operational checks and verification of heater fan speed and motor voltage

- 5) Operational checks and verification of cooling flap and heat pulses
- 6) Operational checks and verification optical system LEDs
- 7) Verification of rotor timing calibration
- 8) Verification of optical temperature verification
- 9) Verification of temperature regulation voltage and cycling test profiles respectively

Service: Rotorgene Q 6-plex platform

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
20A.1	Rotorgene Q 6-plex platform	Each	
20A.2	Diagnostic assessment of units for fault finding	Each	

ITEM 21**Item 21A: Servicing and Calibration of Mettler Toledo microvolume UV5Nano**

Service for Mettler Toledo microvolume UV5Nano must include the following:

- 1) Perform operational check
- 2) Visual inspection of external power supply, housing, surfaces, covers, screw panels, rubber legs and terminal including cable
- 3) Perform filter mat replacement
- 4) Perform terminal, housing, ball lenses and cuvette platform cleaning
- 5) Perform Main board, device board, fan sensor, temperature sensor, A/D converter and terminal checks
- 6) Perform lamp adjustment
- 7) Perform photometric accuracy using Certified Reference Materials traceable to national or international metrology standards
- 8) Perform wavelength accuracy using Certified Reference Materials traceable to national or international metrology standards
- 9) Perform photometric noise test in Air using Cuvette platform and microvolume platform
- 10) Perform baseline noise test in Air using Cuvette platform and microvolume platform
- 11) Perform wavelength accuracy test in Air using Cuvette platform and microvolume platform
- 12) Perform wavelength repeatability test in Air using Cuvette platform and microvolume platform
- 13) Perform photometric accuracy test in Air using Cuvette platform
- 14) Perform photometric repeatability test in Air using Cuvette platform
- 15) Perform microvolume short pathlength test in using Starna Green Dye or equivalent for the microvolume platform
- 16) Perform microvolume long pathlength test in using Starna Green Dye or equivalent for the microvolume platform
- 17) Perform wavelength adjustment for Mercury Argon lamp
- 18) Perform microvolume pathlength adjustment

Service: Mettler Toledo microvolume UV5Nano

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
21A.1	Mettler Toledo microvolume UV5Nano	Each	
21A.2	Diagnostic assessment of units for fault finding	Each	

ITEM 22**Item 22A: Service of BD Accuri-C6 flow cytometer**

Preventative maintenance and service for instrument must include the following:

- 1) Perform visual and diagnostic evaluation
- 2) Perform cleaning of outside of instrument
- 3) Perform backflushing of SIP
- 4) Perform cleaning of SIP
- 5) Perform cleaning of fluidics
- 6) Perform an extended flow cell clean
- 7) Perform cleaning of fluid bottles
- 8) Replacement of bottle filters
- 9) Replacement of in-line sheath filter
- 10) Replacement of peristaltic pump tubing
- 11) Perform volumetric verification
- 12) Purge fluid sensor lines
- 13) Perform unclogging of SIP (if applicable)
- 14) Align the CSampler plus
- 15) Perform all software, firmware and driver revisions
- 16) All service activities must be done on site.

Service of BD Accuri-C6 flow cytometer

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
22A.1	Service of BD Accuri-C6 flow cytometer	Each	
22A.2	Diagnostic assessment of units for fault finding	Each	

ITEM 23**Item 23A: Servicing of SCP TitrEC pH, EC and alkalinity systems**

Servicing of SCP TitrEC pH, EC and alkalinity systems must include the following:

- 1) Perform diagnostic and operational assessment
- 2) Perform verification for pH, EC and alkalinity systems
- 3) Supply and installation of polypropylene fittings (or equivalent)
- 4) Supply and installation of flexible PVC tubing
- 5) Supply and installation of TitrEC compatible tubing sets
- 6) Align the CSampler plus
- 7) Perform all software, firmware and driver revisions
- 8) All service activities must be done on site.

Service: SCP TitrEC pH, EC and alkalinity systems

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
23A.1	SCP TitrEC pH, EC and alkalinity systems	Each	
23A.2	Diagnostic assessment of units for fault finding	Each	

ITEM 24**Item 24A: Service of SCP-BOD-300 system**

Preventative maintenance and service for instrument must include the following:

- 1) All certified reference material used must be traceable to national or international metrology standards.
- 2) Calibration certificates provided must have metrological traceability to national or international standards
- 3) A calibration sticker must be provided per instrument
- 4) All certified reference material and reagents required for calibrations must be provided by the supplier
- 5) Supply and installation of maintenance tubing kit
- 6) Supply of silicon grease
- 7) Perform rack verification
- 8) Perform probe verification
- 9) Perform probe calibration
- 10) Perform dilution, seed and inhibitor pump calibration
- 11) Perform autofill verification
- 12) Perform wash station pump fill verification
- 13) Update of EEPROM values
- 14) Perform all software, firmware and driver revisions
- 15) All service activities must be done on site.

Service: SCP-BOD-300 system

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
24A.1	SCP-BOD-300 system	Each	

Item 24B: Repair of SCP-BOD-300 system (Service Provider to make provision for installation and recalibration in their tendered rate.)

Repair of SCP-BOD-300 system must include the following

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Repair: SCP-BOD-300 system (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Instrument	Units	Price per Item in Rands (Excl VAT)
24B.1	Supply of YSI DO probe	Each	
24B.2	Supply of maintenance pump tubing kit	Each	
24B.3	Diagnostic assessment of units for fault finding	Each	

ITEM 25**Item 25A: Servicing of Shimadzu IRT Tracer Fourier Transform Infrared coupled to an AIM 9000 Microscope**

Servicing of Shimadzu IRT Tracer Fourier Transform Infrared instrumentation must include the following:

- 1) Perform diagnostic evaluation on FTIR and Microscope units
- 2) Perform firmware revisions
- 3) Supply and replacement of KRS-5 KBr window
- 4) Supply and replacement of silica desiccant
- 5) Supply of polystyrene film reference standard or equivalent for verification
- 6) Perform service and preventative maintenance as per manufacturer specifications

Service: Shimadzu IRT Tracer Fourier Transform Infrared with AIM-9000 microscope

Item	Description of Instrument	Number of Units	Price per Service in Rands (Excl VAT)
25A.1	Shimadzu IRT Tracer Fourier Transform Infrared coupled to an AIM 9000 microscope	Each	

Item 25B: Repair of Shimadzu IRT Tracer Fourier Transform Infrared coupled to an AIM 9000 Microscope

Repair of Shimadzu IRT Tracer Fourier Transform Infrared coupled to an AIM 9000 Microscope

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Repair: Shimadzu IRT Tracer Fourier Transform Infrared coupled to an AIM 9000 microscope (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Instrument/Part	Units	Price per Item in Rands (Excl VAT)
25B.1	Supply of KRS-5 KBr window	Each	
25B.2	Supply of silica desiccant	Each	
25B.3	Supply and installation of dehumidifier	Each	
25B.4	Supply and installation of laser assembly	Each	
25B.5	Supply of polystyrene reference film	Each	
25B.6	Supply and replacement of moving mirror	Each	
25B.7	Supply and replacement of optical lenses	Each	
25B.8	Supply and replacement of laser	Each	
25B.9	Diagnostic assessment of units for fault finding	Each	

ITEM 26**Item 26A: Servicing and Repair of Total Organic Carbon System (Shimadzu).**

Service for TOC (Shimadzu) must includes the following

- 1) Visual inspection and evaluation of hardware and software components
- 2) Verification and alignment according to factory specifications
- 3) Perform catalyst regeneration or replace catalyst if applicable
- 4) Supply and Replacement of carrier gas purification tube
- 5) Supply and Replacement of syringe and plunger tip
- 6) Supply and Replacement of sliding sample injector O-rings
- 7) Supply and Replacement of syringe pump 8-port valve rotor
- 8) Inspection of sample catcher
- 9) Supply and Replacement of pump head of the rinse pump
- 10) Perform mechanical checks for the following items
 - Syringe pump
 - Solenoid valves
 - Port select
 - Acid pump
 - TC injection port
 - IC injection port
 - Port sampler
- 12) A service report must be provided, indicating the warranty period for parts replaced
- 13) A service sticker must be provided
- 14) Service On site

Servicing: Total Organic Carbon Instrument			
Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
26A.1	Shimadzu TOC-L equipped with a SSM 5000A solid sample module and a ASI-L autosampler	Each	

Item 26B: Repair of TOC System (Service Provider to make provision for installation and recalibration in their tendered rate.)			
Repair of TOC System (Shimadzu)			
1) Diagnostic report 2) All components as specified in the pricing schedule (Table below) 3) All activities to ensure the instrument is functional after completion of the repair.			

Repair: TOC System (Service Provider to make provision for installation and recalibration in their tendered rate.)			
Item	Instrument	Units	Price per Item in Rands (Excl VAT)
26B.1	Supply and Replacement of syringe and plunger tip	Each	
26B.2	Supply and replacement of catalyst (and applicable casing)	Each	
26B.3	Diagnostic assessment of units for fault finding	Each	

ITEM 27

Item 27A: Servicing, calibration and repair Hach spectrophotometer and digestion blocks			
Servicing of Hach spectrophotometer must include the following			
1) Visual inspection/assessment of units (including casing, cuvette compartment, lid) 2) Verification according to factory specifications 3) Cleaning of digestion block 4) Visual Inspection/Assessment of unit – Casing, cuvette compartment, lid 5) Internal clean-up of unit 6) Test of keypad, touchpad, display, backlight, barcoding system, grating motor, stepper motor, USB ports, internal battery – using Hach factory specifications/protocol 7) Check software configuration according to Hach factory standards and factory reset of cache memory – using Hach factory specifications/protocol 8) Replacement of Hach factory specified Halogen lamp 9) Testing/Adjustment of optical alignment – using Hach factory specifications/protocol 10) Perform calibration of unit using Hach factory calibration kit (NDF filter acceptable) 11) Perform verification of unit using Hach factory verification kit (Stray Light Check, Photometrical Accuracy, Wavelength Accuracy) 12) A service report must be provided, indicating the warranty period for parts replaced 13) A service sticker must be provided 14) On site servicing required			
Servicing of Hach digester block			
Servicing of Hach digester block must include the following			
1) Visual inspection/assessment of units (including casing, cuvette compartment, lid)			

- 2) Verification according to factory specifications
- 3) Cleaning of digestion block
- 4) Visual Inspection/Assessment of unit – Casing, cuvette compartment, lid
- 5) Internal cleanup of unit
- 6) Test of keypad, touchpad, display, backlight, barcoding system, grating motor, stepper motor, USB ports, internal battery – using Hach factory specifications/protocol
- 7) Check software configuration according to Hach factory standards and factory reset of cache memory – using Hach factory specifications/protocol
- 8) Replacement of Hach factory specified Halogen lamp
- 9) Testing/Adjustment of optical alignment – using Hach factory specifications/protocol
- 10) Perform calibration of unit using Hach factory calibration kit (NDF filter acceptable)
- 11) Perform verification of unit using Hach factory verification kit (Stray Light Check, Photometrical Accuracy, Wavelength Accuracy)
- 12) A service report must be provided, indicating the warranty period for parts replaced
- 13) A service sticker must be provided
- 14) On site servicing required

Servicing: Hach spectrophotometer and digester block

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
27A.1	Hach spectrophotometer	Each	
27A.2	Hach digester block	Each	

Item 27B: Repair of Hach spectrophotometer and digester block

Repair of Hach spectrophotometer and digester block

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Repair: Hach spectrophotometer and digester block

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
27B.1	Diagnostic assessment of units for fault finding	Each	
27B.2	Supply and installation of lamp/light source for DR3900	Each	

ITEM 28

Item 28A: Servicing of Teledyne ISCO 6712F refrigerated water autosamplers

Servicing of Teledyne ISCO 6712F refrigerated water autosamplers must include the following:

- 1) Supply of pump tubing (30m minimum length) with alignment collars compatible with a Teledyne ISCO 6712F water autosampler
- 2) The instruments are located at Scientific services and the following waste water treatment works i.e Borcherds Quarry, Potsdam, Hout Bay, Camps bay, Green Point.

Service: Teledyne ISCO 6712F refrigerated water autosamplers (Service provider to make provision for travelling in their tendered rate)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
28A.1	Servicing of Teledyne ISCO 6712F refrigerated water autosamplers	Each	

Item 28B: Repair of Teledyne ISCO 6712F refrigerated water autosamplers

Repair of Teledyne ISCO 6712F refrigerated water autosamplers

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Item	Instrument	Units	Price per Item in Rands (Excl VAT)
28B.1	Supply of controller internal battery	Each	
28B.2	Supply and installation of replacement display and keypad kit	Each	
28B.3	Supply and installation of central processing unit kit	Each	
28B.4	Supply and installation of coin style lithium battery (3V/ 560 MAH)	Each	
28B.5	Supply of preventative maintenance kit	Each	
28B.6	Diagnostic assessment of units for fault finding	Each	
28B.7	Re-Installation and commissioning at WWTP sites i.e Borchers Quarry, Potsdam, Hout Bay, Camps bay, Green Point	Each	

ITEM 29**Item 29A: Calibration and Servicing of a Microplate readers**

Service for Microplate (Biotek ELX50) must include the following

- 1) Visual inspection and evaluation of hardware and software components
- 2) Verification/Calibration according to factory specifications
- 3) Decontaminate instrument
- 4) Inspect instrument for loose hardware and proper tubing placement
- 5) Remove Top Shroud
- 6) Syringe cap inspection (cleaning of cap and piston)
- 7) Manifold gasket inspection
- 8) Cleaning of plate carrier
- 9) Cleaning and inspection of check valves
- 10) Cleaning of plate carrier rail
- 11) Inspection of up/down CAM rubber roller for wear
- 12) Inspection of up/down CAM
- 13) Belt and Pulley hardware inspection
- 14) UTIL, TESTS and CHECKSUM verification
- 15) Verification of dispensing/aspiration of the washer
- 16) Perform firmware revisions (EPROM, BASECODE and ASSAY configuration)
- 17) A service report must be provided, indicating the warranty period for parts replaced
- 18) A service sticker must be provided

Service for Microplate (Biotek ELX800 and EPOCH) must include the following

- 1) Visual inspection and evaluation of hardware and software components
- 2) Verification/Calibration according to factory specifications
- 3) Decontaminate instrument
- 4) Perform firmware revisions (EPROM, BASECODE and ASSAY configuration)
- 5) Record filter wheel physical location and programmed filter table
- 6) Check battery

- 7) Record and check RS232 port information
- 8) Perform a systems verification test
- 9) Printed gain values must be greater than 1.35 for all filters
- 10) Noise signal range difference must be less than 12 counts
- 11) The noise signals must range between 288-1875
- 12) Perform applicable alignment and cleaning for bulb, optical path and carrier guides
- 13) Check hardware for suitability and replace any broken, damaged or missing parts
- 14) Verify clock increments
- 15) Perform autocalibration
- 16) Perform blank carrier reads for all filters (405, 450, 490, 630 nm)
- 17) Perform universal test plate reads
- 18) A service report must be provided, indicating the warranty period for parts replaced
- 19) A service sticker must be provided

Service: Microplate

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
29A.1	Biotek ELX50	Each	
29A.2	Biotek ELX800	Each	
29A.3	Biotek EPOCH	Each	

Item 29B: Repair of Microplate readers

Repair of Microplate washer and reader

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Repair of Microplate readers (Service Provider to make provision for installation and recalibration in their tendered rate)

Item	Instrument	Units	Price per Item in Rands (Excl VAT)
29B.1	Diagnostic assessment of units for fault finding	Each	
29B.2	Biotek ELX800 : Supply and installation of power unit for reader	Each	
29B.3	Biotek ELX800 Supply and installation of compatible light sources	Each	

ITEM 30**Item 30A: Servicing and repair of a ThermoStar incubators**

Service for Incubators (ThermoStar) must include the following

- 1) Visual inspection and evaluation of hardware and software components
- 2) Temperature verification for incubation
- 3) Verification according to factory specifications

Service: Microplate

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
30A.1	ThermoStar Incubator	Each	

ITEM 31**Item 31A: Calibration, Servicing and Repair of Thermofischer 10UV Ultra-violet spectrophotometer**

Calibration for spectrophotometers must include the following

- 1) All certified reference material used must be traceable to national or international metrology standards
- 2) Calibration certificates provided must have metrological traceability to national or international standards
- 3) A calibration sticker must be provided per instrument
- 4) All standards and reagents required for calibrations must be provided by the supplier
- 5) Identify UUT readings and uncertainty if MC-10#, MC-50#, MC-100# and AC-500 filters
- 6) Wavelengths must be calibrated at the following wavelengths: 250, 280, 340, 360, 400, 465, 546, 635 and 750 nm
- 7) Field certification of performance must be provided
- 8) All calibration activities must be done on site.

Calibration: UV Spectrophotometer**On Site Calibration.**

Item	Description of Instrument	Units	Price per Calibration in Rands (Excl VAT)
31A.1	Thermofischer Genesys 10UV spectrophotometer	Each	

Item 31B: Servicing of Thermofischer Genesys 10UV spectrophotometer

Service for UV Spectrophotometer (Thermofischer Genesys) must includes the following

- 1) Diagnostic Evaluation
- 2) Visual inspection on all hardware
- 3) Inspection of sampling modules, dispensing units and mechanical systems
- 4) Verification according to factory specifications
- 5) Perform basic maintenance
- 6) Clean lenses
- 7) Clean instrument internally and externally
- 8) Clean internal optics and filter wheel
- 9) Perform wavelength accuracy test
- 10) Perform photometric accuracy test
- 11) Perform stray light test
- 12) Perform baseline flatness test
- 13) Perform absorbance test and verify readings to national or international metrology standards (Tenderer to supply certified reference materials)
- 14) Perform functionality test
- 15) Check cell changer functionality
- 16) Perform subsystem checks
- 17) Perform voltage checks
- 18) A service report must be provided, indicating the warranty period for parts replaced
- 19) A service sticker must be provided

Servicing: UV Spectrophotometer

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
31B.1	Thermofischer Genesys 10UV spectrophotometer	Each	

Item 31C: Repair of Thermofischer Genesys 10UV spectrophotometer

Repair: Thermofischer Genesys 10UV spectrophotometer (Service Provider to make provision for installation and recalibration in their tendered rate.)

- 1) Diagnostic report

- 2) All components as specified in the pricing schedule (Table below)
 3) All activities to ensure the instrument is functional after completion of the repair.

Repair: Thermofischer Genesys 10UV spectrophotometer (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Instrument	Units	Price per Item in Rands (Excl VAT)
31C.1	Diagnostic assessment of units for fault finding	Each	
31C.2	Supply and installation of Light source	Each	

ITEM 32

Item 32A: Servicing and repair of Discreet Analysers (Aquakem 250)

Service for Discreet Analyser (Aquakem) must include the following

- 1) Cleaning and lubricating instrument
- 2) Checking instrument adjustments
- 3) Backup database and adjustments
- 4) Updating software if new version available
- 5) Supply and Replacement of syringe
- 6) Supply and Replacement of wash and water supply tubing
- 7) Supply and Replacement of waste tubing
- 8) Supply and Replacement of Mixing Paddle
- 9) Supply and Replacement of Dispensing Needle
- 10) Supply and Replacement of Lamp
- 11) Perform accuracy tests to confirm instrument performance:
- 12) Supply of accuracy solution kits for Konelab
- 13) Verification of temperature of solution in the multicell cuvettes
- 14) Conformance of dispensing ratio to factory specifications
- 15) Conformance of photometric noise to factory specifications
- 16) Conformance of linearity of photometer to factory specifications
- 17) Conformance of linearity of dispensing sample to factory specifications
- 18) Conformance of zero volume of dispensing needle to factory specifications
- 19) A service report must be provided which outlines the warranty period for parts replaced
- 20) A service sticker must be provided

Servicing: Discreet Analysers

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
32A.1	Aquakem 250 Discreet analyzer	Each	

Item 32B: Repair Discreet Analyser (Aquakem 250)

Repair: Repair Discreet Analyser (Aquakem 250)

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Repair: Discreet Analyser (Service Provider to make provision for installation and recalibration in their tendered rate.)			
Item	Instrument	Units	Price per Item in Rands (Excl VAT)
32B.1	Supply of and installation of Wavelength Filters	Each	
32B.2	Supply and installation of Drive belts for cuvette holder	Each	
32B.3	Supply and installation of Motor for dispensing needle	Each	
32B.4	Supply and installation of Reagent fans	Each	
32B.5	Supply and installation of Opto Reflective sensor	Each	
32B.6	Supply and installation of CANBIS circuit board	Each	
32B.7	Supply and installation of motor board	Each	
32B.8	Diagnostic assessment of units for fault finding	Each	

ITEM 33

Item 33A: Servicing of Discreet Analysers (Easychem 200)	
Service for Discreet Analyser (EasyChem) must include the following	
<ol style="list-style-type: none"> 1) Supply and installation of needle wash cell 2) Supply and installation of double needle wash station 3) Supply and installation of single long needle for wash station 4) Supply and installation of calibrated halogen lamp 5) Supply and installation of 38 mL/min tubes for peristaltic pump 6) Supply and installation of wash station drying tip 7) Perform accuracy tests to confirm instrument performance: 8) Supply of accuracy solution kits to confirm instrument performance 9) Verification of temperature of solution in the multicell cuvettes 10) Conformance of dispensing ratio to factory specifications 11) Conformance of photometric noise to factory specifications 12) Conformance of linearity of photometer to factory specifications 13) Conformance of linearity of dispensing sample to factory specifications 14) Conformance of zero volume of dispensing needle to factory specifications 15) A service report must be provided which outlines the warranty period for parts replaced 16) A service sticker must be provided 	

Servicing: Discreet Analysers (Easychem 200)			
Item	Description of Instrument	Unit	Price per Service in Rands (Excl VAT)
33A.1	EasyChem 200	Each	

Item 33B: Repair of Discreet Analyser (EASYCHEM 200)	
Repair: Discreet Analyser (EASYCHEM 200)	
<ol style="list-style-type: none"> 1) Diagnostic report 2) All components as specified in the pricing schedule (Table below) 3) All activities to ensure the instrument is functional after completion of the repair. 	

Repair: Discreet Analyser (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Instrument	Units	Price per Item in Rands (Excl VAT)
33B.1	Supply of and installation of Wavelength Filters	Each	
33B.2	Supply and installation of dispensing needle	Each	
33B.3	Diagnostic assessment of units for fault finding	Each	

ITEM 34**Item 34A: Servicing of Gerhardt Kjeldatherm COD Digesters**

Service for COD Digesters must includes the following

- 1) Visual inspection and evaluation of hardware components
- 2) Verification according to factory specifications
- 3) Temperature checks on the blocks.
- 4) Temperature unit of the digester blocks must be verified using a certified temperature monitoring unit.
- 5) Even distribution checks as per incubators.
- 6) Robotic arm must be services in terms of functionality and alignment.

Servicing: Gerhardt Kjaldatherm COD Digesters

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
34A.1	Gerhardt Kjaldatherm COD digester	Each	

ITEM 35**Item 35A: Calibration, Servicing and repair of UV Spectrophotometer (Agilent Cary 60)**

Service for UV Spectrophotometer (Agilent Cary) must includes the following

- 1) Diagnostic Evaluation
- 2) Visual inspection on all hardware
- 3) Inspection of sampling modules, dispensing units and mechanical systems
- 4) Verification according to factory specifications
- 5) Perform basic maintenance
- 6) Clean lenses
- 7) Clean instrument internally and externally
- 8) Clean internal optics and filter wheel
- 9) Defrag PC
- 10) Perform wavelength accuracy test
- 11) Perform photometric noise test
- 12) Perform baseline flatness test
- 13) 254 nm test point to be verified for absorbance and transmittance
- 14) All certified reference material used must be traceable to national or international metrology standards

(Tenderer to supply certified reference material)
 15) A service report must be provided, indicating the warranty period for parts replaced
 16) A service sticker must be provided
 17) On site

Servicing: UV Spectrophotometer

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
35A.1	Agilent Cary 60 spectrophotometer	Each	

Item 35B: Repair of UV Spectrophotometer (Agilent Cary 60)

Repair of UV Spectrophotometer (AGILENT CARY 60)

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Repair and Assessment: UV Spectrophotometer

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
35B.1	Diagnostic assessment for fault finding	Each	
35B.2	Supply and installation of Light source	Each	

ITEM 36

Item 36A: Calibration, Servicing and repair of UV Spectrophotometer (Jenway 6300 and 7300)

Service for UV Spectrophotometer (Jenway 6300 spectrophotometer) must includes the following

- 1) Diagnostic Evaluation
- 2) Visual inspection on all hardware
- 3) Inspection of sampling modules, dispensing units and mechanical systems
- 4) Verification/calibration according to factory specifications
- 5) Perform basic maintenance
- 6) Clean lenses
- 7) Clean instrument internally and externally
- 8) Clean internal optics and light path
- 9) Perform wavelength accuracy test
- 10) Perform photometric accuracy test
- 11) Perform stray light test
- 12) Peak calibration must be performed at 0.0nm; with filter, with light shield, without light shield and with filter IR
- 13) Stray light standard – KV450/3 performed at 340 nm
- 14) Photometric accuracy (NG9/1), (NG5/2), (NG11/2) performed at 546 and 670 nm
- 15) Wavelength accuracy to be performed using Holmium or BG20/2 filters between 356-363nm and 805-809 nm respectively
- 16) Zero drift must be evaluated at 670nm at 1, 2, 3, 5 minute intervals
- 17) Peak calibrations at 0.0nm must be performed with filter, light shield, without light shield and with filter IR
- 18) A service report must be provided, indicating the warranty period for parts replaced
- 19) All certified reference material used must be traceable to national or international metrology standards
- 20) A service sticker must be provided
- 21) Tenderer to supply certified reference material

Servicing: UV Spectrophotometer

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
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36A.1	Jenway 6300 spectrophotometer	Each	
36A.2	Jenway 7300 spectrophotometer	Each	

Item 36B: Repair of UV Spectrophotometer (Jenway 6300 and Jenway 7300)

Repair of UV Spectrophotometer (Jenway 6300)

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Repair: UV Spectrophotometer (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
36B.1	Diagnostic assessment for fault finding	Each	
36B.2	Supply and installation of Light source	Each	

ITEM 37

Item 37A: Calibration, servicing and repair Berthold luminometer

Service/Calibration for luminometer must include the following

- 1) Visual inspection on all hardware
- 2) Inspection of sampling modules, dispensing units and mechanical systems
- 3) Verification/calibration according to factory specifications
- 4) Perform basic maintenance
- 5) Clean lenses
- 6) Clean instrument internally and externally
- 7) Clean internal optics and filter wheel
- 8) Cuvette holder must be inspected
- 9) At least six readings must be reported per calibration level for repeatability
- 10) RSD *RLU for repeatability must not exceed 5%
- 11) ATP standards to be used as a calibration source
- 12) At least three concentration levels for the ATP standard must be used for calibration
- 13) Linearity related to concentrations evaluated must conform to ISO17025 standard
- 14) A service report must be provided, indicating the warranty period for parts replaced
- 15) A service sticker must be provided
- 16) All certified reference material used must be traceable to national or international metrology standards
- 17) Tenderer to supply certified reference material

Servicing and calibration: Berthold Luminometer

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
37A.1	Berthold FB 14 Tube luminometer	Each	
37A.2	Berthold Sirius 2 luminometer	Each	

Item 37B: Repair of Berthold FB 14 Tube luminometer

Repair of Berthold FB 14 Tube luminometer

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)

3) All activities to ensure the instrument is functional after completion of the repair.

Repair: Berthold Luminometer (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Instrument/Part	Units	Price per Item in Rands (Excl VAT)
37B.1	Berthold FB 14 Tube luminometer: Supply and installation of Power Supply	Each	
37B.2	Berthold FB 14 Tube luminometer : Supply and installation of Light Source	Each	
37B.3	Berthold FB 14 Tube luminometer: Diagnostic assessment of units for fault finding	Each	
37B.4	Berthold Sirius 2 luminometer: Supply and installation of Power Supply	Each	
37B.5	Berthold Sirius 2 luminometer : Supply and installation of Light Source	Each	
37B.6	Berthold Sirius 2 luminometer: Diagnostic assessment of units for fault finding	Each	

ITEM 38

Item 38A: Servicing of Spectroblue Inductively coupled plasma optical emission spectroscopy (ICP-OES) Systems

Service for ICP OES (SpectroBlue ICP OES) must includes the following

- 1) Diagnostic Evaluation
- 2) Visual inspection and evaluation of hardware and software components
- 3) Verification according to factory specifications
- 4) Service of ICP-OES
- 5) Service of optical fibre control
- 6) Service of M5 stainless steel coupler
- 7) Supply and Replacement of the filter mat
- 8) Supply and Replacement of air filters
- 9) Supply and Replacement of peristaltic tubing
- 10) Cleaning of glass nebuliser construct
- 11) Clean and inspect electronic components
- 12) Inspection and service of peristaltic pump
- 13) Inspection and cleaning of optic lens
- 14) Inspection of temperature sensor
- 15) A service report must be provided, indicating the warranty period for parts replaced
- 16) A service sticker must be provided

Service: Spectro Blue ICP OES (Inductively coupled plasma)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
38A.1	SpectroBlue ICP OES	Each	

Item 38B: Repair of ICP System (Spectroblue)

Repair of ICP System (Spectroblue)

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)

3) All activities to ensure the instrument is functional after completion of the repair.

Assessment and Repair: Spectro Blue ICP OES (Inductively coupled plasma)

Item	Instrument/Part	Units	Price per Service in Rands (Excl VAT)
38B.1	Diagnostic assessment for fault finding	Each	
38B.2	Supply and installation of a Solid state generator	Each	
38B.3	Supply and installation of a Low pass filter and load coaxial coil	Each	
38B.4	Supply and installation coil	Each	
38B.5	Supply and installation of torch	Each	
38B.6	Supply and installation of nebuliser	Each	
38B.7	Supply and installation of spray chamber	Each	
38B.8	Supply and installation of temperature sensor	Each	
38B.9	Supply and Replacement of axial fans (24V/33MA/0.8W)	Each	
38B.10	Supply and replacement of Gasket adapter tube torch	Each	
38B.11	Supply and installation of optical fibre control	Each	
38B.12	Supply and installation of PC/Circuit Board		

ITEM 39

Item 39A: Servicing of ICP Systems (Agilent 7850).

Service for ICP-MS (Agilent 7700) must includes the following

- 1) Visual inspection and evaluation of hardware and software components
- 2) Verification according to factory specifications
- 3) Supply and replacement of oil for an Edwards Foreline Vacuum pump
- 4) Clean and inspect lenses
- 5) Clean and inspect electronic components
- 6) Autotune check and conforms to system suitability
- 7) Inspection of torch, bonnet and shield plate
- 8) Supply and Replacement of peristaltic pump tubing
- 9) Supply and installation of ICP-MS sampler cone, Nickel
- 10) Supply and installation of a skimmer cone, Nickel, x-lens
- 11) Supply and installation of a micromist nebulizer (glass)
- 12) Supply and installation of a peri-pump tube 3-stop
- 13) Supply and installation of a peri-pump tube Ismaprene 3-stop
- 14) Supply and installation of a peri-pump tube, PVC, 2-stop
- 15) Supply and installation of a graphite gasket for sampling cone
- 16) A service report must be provided, indicating the warranty period for parts replaced
- 17) All certified reference material used must be traceable to national or international metrology standards
- 18) Tenderer to supply certified reference material
- 19) A service sticker must be provided
- 20) On site service at Scientific Services

Servicing of ICP System (AGILENT)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
39A.1	Agilent 7700 ICP-MS equipped with a G3292A chiller, Edwards RV18 rough pump and ASX-500 autosampler	Each	

Item 39B: Repair of ICP System (Agilent)

Repair of ICP System (Agilent)

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Assessment and Repair: ICP Systems (Agilent 7850). (Service Provider to make provision for installation and recalibration in their tendered rate.) Agilent 7700 ICP-MS equipped with a G3292A chiller, Edwards RV18 rough pump and ASX-500 autosampler

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
39B.1	Diagnostic assessment for fault finding	Each	
39B.2	Supply and installation of a ORS cell assembly	Each	
39B.3	Supply and installation of vacuum fluid 45 Platinum oil or equivalent	Each	
39B.4	Supply and installation of Oil mist filter for rough pump	Each	
39B.5	Supply and installation of polyclear plus fluid for chiller	Each	
39B.6	Supply and Replacement of peristaltic pump tubing	Each	
39B.7	Supply and installation of a skimmer cone, Nickel, x-lens	Each	
39B.8	Supply and installation of a micromist nebulizer (glass)	Each	
39B.9	Supply and installation of a peri-pump tube 3-stop	Each	
39B.10	Supply and installation of a peri-pump tube Ismaprene 3-stop	Each	
39B.11	Supply and installation of a peri-pump tube, PVC, 2-stop	Each	
39B.12	Supply and installation of a graphite gasket for sampling cone	Each	
39B.13	Supply and installation of ICP-MS sampler cone, Nickel	Each	
39B.14	Replacement of electron multiplier	Each	
39B.15	Supply and installation of chiller for Agilent 7850 series ICP-MS	Each	
39B.16	Replace introduction PC board (PCA)	Each	

ITEM 40

Item 40A: Servicing and Repair of a Mars Microwave Digester.

Service for Microwave Digester must include the following

- 1) Visual inspection and evaluation of hardware and software components
- 2) Verification according to factory specifications
- 3) Visual inspection of magnetrons, transformers, triac and high voltage capacitors
- 4) Routine service of microwave digester
- 5) Perform microwave leakage measurement
- 6) Perform microwave power measurement
- 7) Perform temperature calibration and verification for IR sensors
- 8) Perform pressure calibration
- 9) Update firmware if available
- 10) A service report must be provided, indicating the warranty period for parts replaced
- 11) A service sticker must be provided

Service: Mars Microwave Digester			
Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
40A.1	Mars microwave digester	Each	

Item 40B: Repair of Mars Microwave Digester			
Repair of Mars Microwave Digester			
1) Diagnostic report 2) All components as specified in the pricing schedule (Table below) 3) All activities to ensure the instrument is functional after completion of the repair.			

Assessment and Repair: Microwave Digester (Service Provider to make provision for installation and recalibration in their tendered rate.)			
Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
40B.1	Diagnostic assessment for fault finding	Each	
40B.2	Supply and installation of sensors for MW Digester	Each	
40B.3	Supply and installation of fuses	Each	
40B.4	Supply and installation of DC power supply	Each	
40B.5	Supply and replacement of transformer	Each	

ITEM 41

Item 41A: Servicing and Repair of a Gas Chromatograph (Agilent 7890A GC)			
Service for GC (Agilent) must includes the following			
1) Supply and installation, Replacement of oil mist filter (with 3/8 BSP Male threads) which is compatible with a 5975 MSD rough pump 2) Supply and installation of Filaments for high temperature electron-ionisation 3) Replacement of Split vent trap 4) Cleaning of MS ion source 5) Supply and installation of filter supply kit 6) Replacement/Supply of Filaments 7) Servicing of vacuum pumps. 8) Check integrity of HP5 (or equivalent) column using GroB test mixture 9) Provide tune report Purge and trap 1) Supply and installation of septum piercing needle STMP (18 Ga.) 2) Supply and installation of sample filter assay 3) Supply and installation of sparger 4) Supply and installation of sample pump tube kit 5) Removal and cleaning of sample loop 6) Cleaning of reagent bottle 7) Inspect and clean needle transfer line 8) Perform rinse of sample pathway 9) A service report must be provided, indicating the warranty period for parts replaced 10) A service sticker must be provided			

Service: Gas Chromatograph (Agilent 7890A GC)			
Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
41A.1	Gas Chromatograph (Agilent 7890A GC)	Each	

Item 41B: Repair of Agilent 7890A GC equipped with a G4513A Autosampler.

Repair of Agilent 7890A GC equipped with a G4513A Autosampler.

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Assessment and Repair: Gas Chromatograph (Agilent 7890A GC) (Service Provider to make provision for installation and recalibration in their tendered rate.) Agilent 7890A GC equipped with a G4513A Autosampler, 5975C MSD coupled to an O.I. analytical eclipse 4660 purge and trap system, 4551-A sample cooler and caron 2050-4 circulator

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
41B.1	Purge and trap	Each	
41B.2	Supply and installation of Main board 4551	Each	
41B.3	Supply and installation of DC actuator assembly	Each	
41B.4	Supply and installation of tube kit for Caron Circulator	Each	
41B.5	Supply and installation of needle transfer line	Each	
41B.6	Supply, installation and conditioning of trap	Each	
41B.7	Supply and installation of sparge filter tube	Each	
41B.8	Supply and install HP5 column (for MS) or equivalent	Each	
41B.9	Supply and install RV-5 vacuum pump.	Each	
41B.10	Diagnostic assessment for fault finding.	Each	

ITEM 42**Item 42A: Servicing of a Gas Chromatograph (Agilent 7890B GC)**

Service for GC (Agilent 7890B) must include the following

- 1) Visual inspection and evaluation of hardware and software components
- 2) Verification according to factory specifications
- 3) Supply and installation of latest firmware
- 4) Servicing and inspection of PAL 3 system (includes replacement of parts)
- 5) Replacement of Split vent trap
- 6) Replacement and inspection of Gold plated inlet seal with washer
- 7) Servicing of vacuum rough pumps
- 8) Replacement/Supply of Filaments
- 9) Replacement/Supply of non-stick bleed temperature optimized septa inlet (11 mm)
- 10) Replacement/Supply of low pressure drop, ultra inert Liner
- 11) Replacement of O-rings for liners and MS vent valve
- 12) Replacement/Supply of 10 µL syringe which is compatible for a PAL 3 system
- 13) Replacement/Supply Clean carrier gas filter (compatible with Helium 5.0 or higher)
- 14) Cleaning of MS ion source
- 15) A service report must be provided, indicating the warranty period for parts replaced
- 16) A service sticker must be provided
- 17) On site

Service: Gas Chromatograph (Agilent 7890B GC)

Item	Description of Instrument	Units	Price per Service in Rands (Excl
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			VAT)
42A.1	Agilent 7890B GC equipped with a 7000C QqQ MSD, PAL RSI 85 autosampler	Each	

Item 42B: Repair of Gas Chromatograph (Agilent 7890B GC).

Repair of Gas Chromatograph (Agilent 7890B GC).

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Assessment and Repair: Gas Chromatograph (Agilent 7890B GC) (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
42B.1	Diagnostic assessment for fault finding	Each	
42B.2	Supply of 2 x filaments	Each	
42B.3	Service of Vacuum pump	Each	
42B.4	Supply of oxygen, moisture and hydrocarbon gas trap	Each	
42B.5	Supply of RV-5 rough pump	Each	
42B.6	Supply of EI ion source	Each	
42B.7	Extensive cleaning of quadrupoles	Each	
42B.8	Extensive cleaning of quadrupoles	Each	
42B.9	Supply, installation and commissioning of collision cell	Each	
42B.10	Supply of 1L rough pump oil	Each	
42B.11	Supply and installation of PC/Circuit Board	Each	

ITEM 43

Item 43A : Service of Lachat HACH BD40 digestion blocks

Service of Lachat HACH BD40 digestion blocks

- 1) Visual and diagnostic assessment of units
- 2) Verification of temperatures according to factory specifications
- 3) Instruments used for verification must be traceable to NIST
- 4) Perform routine preventative maintenance on system
- 5) Perform cleaning of internal and external components

Service: Lachat HACH BD40 digestion blocks:

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
43A.1	Lachat HACH BD40 digestion blocks	Each	

Item 43B : Repair of Lachat HACH BD40 digestion blocks

Repair of Lachat HACH BD40 digestion blocks

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Assessment and Repair: Lachat HACH BD40 digestion blocks (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
43B.1	Diagnostic assessment for fault finding	Each	
43B.2	Supply and installation of Heat deflector shield	Each	
43B.3	Supply of 1L rough pump oil	Each	

ITEM 44

Item 44A: Service of free and total chlorine meters

Service of free and total chlorine meters

- 1) Perform diagnostic and operational assessment
- 2) Perform verification for free and total chlorine using standards traceable to national or international metrological standards
- 3) Operational check of chlorine unit
- 4) Perform preventative maintenance on instrument
- 5) Perform cleaning of exterior of the unit
- 6) Check, clean and re-install tube station cover
- 7) Check and clean tube station
- 8) Check condition of window
- 9) Check Keypad, display and backlight
- 10) Perform standard verification

Servicing: Service of free and total chlorine meters

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
44A.1	Service of free and total chlorine meters	Each	

Item 44B: Repair of free and total chlorine meters

Repair of free and total chlorine meters

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Repair: Service of free and total chlorine meters (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
44B.1	Diagnostic assessment for fault finding	Each	
44B.2	Supply and replacement of chlorine sensor unit	Each	
44B.3	Supply and replacement of 3 cuvettes	Each	

ITEM 45

Item 45A: Service of Lovibond DO meters

Perform diagnostic and operational assessment

- 1) Perform verification for dissolved oxygen using standard traceable to NIST
- 2) Operational check of DO probe
- 3) Operational check of temperature probe
- 4) Perform preventative maintenance on instrument

Servicing: Service of Lovibond dissolved oxygen (DO) meters			
Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
45A.1	Service of Lovibond dissolved oxygen (DO) meters	Each	

Item 45B: Repair of Lovibond dissolved oxygen (DO) meters			
Repair of Lovibond dissolved oxygen (DO) meters 1) Diagnostic report 2) All components as specified in the pricing schedule (Table below) 3) All activities to ensure the instrument is functional after completion of the repair.			

Repair: Service of free and total chlorine meters (Service Provider to make provision for installation and recalibration in their tendered rate.)			
Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
45B.1	Diagnostic assessment for fault finding	Each	
45B.2	Supply and replacement of dissolved oxygen sensor unit	Each	
45B.3	Supply and replacement of temperature probe	Each	

ITEM 46

Item 46A: Service of Bestscope 2080 filamentous bacteria microscopes			
Perform diagnostic and operational assessment 1) Perform operational verification to ensure instrument is in working condition 2) Perform replacement of applicable light sources 3) Power supply and mains switch supply and circuitry to be inspected and checked 4) Light source and dimming inspected and checked 5) Aperture diaphragm and condenser cleaned and tested according to operational specifications 6) Field IRIS inspected and checked 7) Light intensity regulator inspected 8) Exterior of the unit inspected for physical damage 9) Left/Right optical axis alignment checked 10) Eye pieces were cleaned and inspected 11) All objective X10; X40; X50; X100 and focal lenses cleaned and inspected 12) Coarse and fine controls inspected 13) X and Y stage mechanisms cleaned and inspected 14) Nosepiece tested and found to be moved smoothly 15) Slide holder cleaned, inspected and found to be in good condition			

Servicing: Bestscope filamentous bacteria microscopes			
Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
46A.1	Bestscope microscope for filamentous bacteria	Each	
46A.2	Diagnostic assessment for fault finding	Each	

ITEM 47**Item 47A: Service of Leco Pegasus BT 4D 8890 GCxGC-ToFMS**

Preventative maintenance and service for instrument must include the following:

- 1) All certified reference material, standards and reagents used must be traceable to national or international metrology standards
- 2) Service certificates must be provided
- 3) A service sticker must be provided per instrument
- 4) All Certified Reference Material, standards and reagents required for calibrations must be provided by the supplier
- 5) Benchmark instrument prior to venting
- 6) Clean all instrument filters
- 7) Supply and replace pump oil for rough pump (1L rough pump oil must be provided)
- 8) Supply and replace alumina pellets in foreline trap
- 9) Supply and replace rough pump mist filter and drain (if necessary)
- 10) Perform leak test on rough pump
- 11) Replace split vent filter and o-rings on GC and MS
- 12) Inspect ion source
- 13) Perform source maintenance
- 14) Supply or 2 x filaments
- 15) Inspect transferline
- 16) Inspect and fill PFTBA vial
- 17) Perform leak check
- 18) Inspect and align cold jets
- 19) Log turbo parameters
- 20) Check ceramic spacers for dewar
- 21) Verify gas flows and settings
- 22) Check evacuation time
- 23) Inspect liquid nitrogen leveller
- 24) Inspect source and transfer line readouts
- 25) Test GCxGC modulation using Groß test mixture. Groß test mixture must be provided by vendor
- 26) Include Groß test mixture report
- 27) Perform Tune Validation
- 28) Service of Leco-PAL3 series 2 sampler. Must include greasing of rails and replacement of o-ring for agitator
- 29) Supply and replacement of gas filter for oxygen and hydrocarbons
- 30) Service of FGDSI Themisto.Pega Nitrogen generator
- 31) Perform software, firmware and driver updates
- 32) All service activities must be done on site.

Servicing: Leco Pegasus BT 4D 8890 GCxGC-ToFMS

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
47A.1	Service of Leco Pegasus BT 4D 8890 GCxGC-ToFMS	Each	
47A.2	Service of rough pump vacuum	Each	
47A.3	Service of FGDSI Themisto.Pega Nitrogen generator	Each	

Item 47B: Repair of Leco Pegasus BT 4D GCxGC-ToFMS

Repair of Leco Pegasus BT 4D GCxGC-ToFMS

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Repair: Leco Pegasus BT 4D GCxGC-ToFMS			
Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
47B.1	Diagnostic assessment for fault finding	Each	
47B.2	Supply of RXI-5MS capillary column (30m x 0.25mm x 0.25 µm)	Each	
47B.3	Supply and replacement of 3 cuvettes	Each	
47B.4	Supply of RTX-17sil capillary column (2m x 0.15mm x 0.15 µm)	Each	
47B.5	Supply of RTX-200 capillary column (30m x 0.25mm x 0.25 µm)	Each	
47B.6	Supply of a set (2x) filaments	Each	
47B.7	Supply of 3 x SMART SPME arrow fibers (PDMS 100µm; 23ga; 1cm)	Each	
47B.8	Supply of 3 x SMART SPME arrow fibers (PDMS 7µm; 23ga; 1cm)	Each	
47B.9	Supply of 3 x SMART SPME arrow fibers (PA 85µm; 23ga; 1cm)	Each	
47B.10	Supply of 3 x SMART SPME arrow fibers (PEG 60µm; 23ga; 1cm)	Each	
47B.11	Supply of 3 x SMART SPME arrow fibers (PDMS/DVB 65µm; 23ga; 1cm)	Each	
47B.12	Supply of 3 x SMART SPME arrow fibers (CAR/PDMS 75µm; 23ga; 1cm)	Each	
47B.13	Supply of 3 x SMART SPME arrow fibers (DVB/CAR/PDMS 30/50µm; 23ga; 1cm)	Each	
47B.14	Supply of 3 x SMART SPME arrow fibers (DVB/CAR/PDMS 30/50µm; 23ga; 2cm)	Each	
47B.15	Supply of 5 x SPME inlet liners (35µL)	Each	
47B.16	Supply of 5 x LS/HS inlet liners (870µL; single-tapered, glass wool)	Each	
47B.17	Supply of Gold seal with washer	Each	
47B.18	Supply of a set of 50 septa (280°C low bleed)	Each	
47B.19	Supply of split vent trap	Each	
47B.20	Supply of 1L of rough pump vacuum oil	Each	
47B.21	Supply of oxygen, moisture and hydrocarbon trap	Each	

ITEM 48

Item 48A: Service of portable pH70 meters
<p>Perform diagnostic and operational assessment</p> <ol style="list-style-type: none"> 1) Perform verification for pH using authentic standards traceable to national or international metrological standards 2) Operational check of pH probe 3) Supply and replace pH probe 4) Operational check of temperature probe 5) Supply and replace temperature probe 6) Inspect and clean battery power compartment and circuitry 7) Clean and inspect display screen 8) Clean and inspect touchpad 9) Set instrument configuration to user specification 10) Inspect pH probe for damages

Service of portable pH70 meters			
Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
48A.1	portable pH70 meters	Each	

Item 48B: Repair of portable pH70 meters			
Repair of portable pH70 meters			
1) All components as specified in the pricing schedule (Table below)			
2) All activities to ensure the instrument is functional after completion of the repair.			

Repair of portable pH70 meters			
Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
48B.1	Supply and replacement of pH probe	Each	
48B.2	Supply and replacement of temperature probe	Each	

ITEM 49

Item 49A: Service of Evoqua water purification systems			
Onsite-Service for Water Systems must include the following			
1) Diagnostic Evaluation of water purification systems			
2) Visual inspection of units			
3) Leak checks for respective units.			
4) Conductivity measurements to be performed on all Mill-Q systems			
5) A service report must be provided which outlines the warranty period for parts replaced			
6) Service must include:			
7) Supply and installation of tank level float sensors for each reservoir			
8) Supply and installation of tank connector and ball valves for each reservoir			
9) Supply and installation of RO membranes per system			
10) Supply and installation of 0.22 µm filters for water dispensers			
11) Supply and Installation of UV disinfection lamps for water reservoirs			

Service of Evoqua water purification systems			
Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
49A.1	EVOQUA Labo Star PRO TWF UV water system equipped with a 60L reservoir tank, UV radiation module, Pre-treatment and Polisher modules	Each	

Item 49B: Repair of EVOQUA Labo Star PRO TWF UV water system equipped with a 60L reservoir tank, UV radiation module, Pre-treatment and Polisher modules			
Repair of EVOQUA Labo Star PRO TWF UV water system equipped with a 60L reservoir tank, UV radiation module, Pre-treatment and Polisher modules			
1) Diagnostic report			
2) All components as specified in the pricing schedule (Table below)			
3) All activities to ensure the instrument is functional after completion of the repair.			

Repair: Service of EVOQUA Labo Star PRO TWF UV water system equipped with a 60L reservoir tank, UV radiation module, Pre-treatment and Polisher modules (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
49B.1	Diagnostic assessment for fault finding	Each	
49B.2	UV radiation module, Pre-treatment and Polisher modules	Each	

ITEM 50

Item 50A: Servicing, calibration and repair Hach DR6000 Spectrophotometers

Servicing of must include the following

- 1) Servicing for Hach DR 6000 Spectrophotometer must include the following
- 2) Visual inspection/assessment of units (units casing, cuvette compartment, lid)
- 3) Verification according to factory specifications
- 4) Cleaning of digestion block
- 5) Internal clean-up of the unit
- 6) Test of keypad, touchpad, display, backlight, barcoding system, grating motor, stepper motor, USB ports, internal battery – using Hach factory standards and factory reset of cache memory – using factory specifications/protocol
- 7) Replacement of Hach factory specified halogen lamp
- 8) Testing/Adjusting of optical alignment – using Hach factory specifications/protocol
- 9) Perform calibration of unit- using Hach factory calibration kit (NDF filter acceptable)
- 10) Perform verification of unit using Hach factory verification kit (Stray light check, Photometrical accuracy, Wavelength Accuracy)
- 11) A service report must be provided, indicating the warranty period for parts replaced
- 12) A service sticker must be provided
- 13) The instrument is located at Scientific Services Branch

Servicing: Spectrophotometer (Service provider to include travelling in their tendered)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
50A.1	Hach DR 6000 Spectrophotometer	Each	
50A.2	Diagnostic assessment for fault finding	Each	

ITEM 51

Item 51A: Servicing, calibration and repair Hach turbidity meters

Service and calibration of Hach spectrophotometer must include the following

Servicing of the instrument include:

- 1) All Certified Reference Material, standards used must be traceable to national and international metrology standards
- 2) Calibration certificates provided must have metrological traceability to national or international standards
- 3) A calibration sticker must be provided Turbidity Meter- HACH TU5200per instrument
- 4) Perform a verification settings and calibration verification
- 5) Use verification standards as recommended by the manufacturer

Service and Calibration: Turbidity Meter- HACH TU5200

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
51A.1	Turbidity Meter- HACH TU5200	Each	

Item 51B: Repair of Turbidity Meter- HACH TU5200

Repair of Turbidity Meter- HACH TU5200

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Repair: Turbidity Meter- HACH TU5200 (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
51B.1	Diagnostic assessment for fault finding	Each	
51B.2	Supply and replacement of Lid used for flow through applications with the SIP10 Sipper.	Each	
51B.3	Supply and replacement of USB port type A	Each	
51B.4	Supply and replacement of Dust cover	Each	
51B.5	Supply and replacement of lid assembly for measurement chamber	Each	
51B.6	Supply and replacement of Power supply 100 to 240V, 50/60 Hz	Each	
51B.7	Supply and replacement of sample vials with caps	Each	
51B.8	Supply and replacement of vial stand	Each	
51B.9	Supply and replacement of EPA Version - 650 nm Class 2 Laser	Each	

ITEM 52**Item 52A: Servicing of FIA Systems**

Service for FIA System must include the following

- 1) Visual inspection and evaluation of hardware and software components
- 2) Verification according to factory specifications
- 3) Autosampler must be serviced via greasing of rollers
- 4) On site at Scientific Services

Service: Flow Injection Analyser 8500 series 2

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
52A.1	Service: Flow Injection Analyser 8500 series 2	Each	

Item 52B: Repair of Flow Injection Analyser 8500 series 2

Repair of Flow Injection Analyser 8500 series 2

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Repair: Flow Injection Analyser QC8000 (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
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52B.1	Diagnostic assessment for fault finding	Each	
52B.2	Supply and installation of 6-port sample valve	Each	
52B.3	Supply of gear belts for autosampler	Each	
52B.4	Repair of electronic PC/Circuit board	Each	
52B.5	Supply of 630 nm filter assembly	Each	
52B.6	Supply of 880 nm filter assembly	Each	
52B.7	Supply of 660 nm filter assembly	Each	
52B.8	Supply of 50' tubing spool	Each	
52B.9	Supply of tee assembly fitting	Each	
52B.10	Supply of viton o-rings	Each	
52B.11	Supply of cell/waste flares	Each	
52B.12	Supply of carrier flares	Each	
52B.13	Supply of Tygon tubing 1/32 x 3/32 x 1/32	Each	
52B.14	Supply of Tygon tubing 1/16 x 1/8 x 1/32	Each	
52B.15	Supply of stainless steel metal nipples	Each	
52B.16	Supply of diffusion cell flares	Each	
52B.17	Supply of Z-axis drive green PEEK tubing	Each	
52B.18	Supply of 3.5cm x 8.5cm membrane	Each	
52B.19	Supply of Black-Black tygon tubing	Each	
52B.20	Supply of Orange-White tygon tubing	Each	
52B.21	Supply of Purple-Black tygon tubing	Each	
52B.22	Supply of Purple-Purple tygon tubing	Each	
52B.23	Supply of Green-Green tygon tubing	Each	
52B.24	Supply of White-White tygon tubing	Each	
52B.25	Supply of Orange-Yellow tygon tubing	Each	
52B.26	Supply of Orange-White duraprene tubing	Each	
52B.27	Supply of Yellow-Yellow duraprene tubing	Each	

ITEM 53

Item 53A: Servicing of Thermoscientific LC-MS/MS system

Service for LC-MS/MS System must include the following

- 1) Visual inspection and evaluation of hardware and software components
- 2) Verification according to factory specifications
- 3) A service sticker must be provided per instrument
- 4) A service report must be provided, indicating the warranty period for parts replaced
- 5) All certified reference material used must be traceable to national or international metrology standards
- 6) A service sticker must be provided
- 7) Tune report must be provided
- 8) All Certified Reference material, standards and reagents required for calibrations must be provided by the supplier
- 9) Supply and replace Piston seal, RP,
- 10) Supply and replace Inlet check valve unit,
- 11) Supply and replace Outlet check valve unit
- 12) Supply and replace Set Inline filter
- 13) Supply and replace D2 lamp,
- 14) Supply and replace Injection Valve
- 15) Supply and replace Needle seat,
- 16) Supply and replace Pierce LTQ Velos ESI Positive ION Calibration solution and provide a tune report using a metrological traceable standard
- 17) Supply and replace Pierce Negative ION Calibration Solution and provide a tune report using a metrological traceable standard
- 18) Supply and replace Ion Transfer Capillary
- 19) Supply and replace 32G MTL NDL REG FLOW KIT
- 21) Supply and replace SOGEVAC OIL LVO200, 2L
- 22) Supply and replace Exhaust Filter, Sogevac SV 65 BL FC
- 23) Servicing Nitrogen generator

Service: Thermoscientific LC-MS/MS system			
Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
53A.1	Vanquish Horizon Binary UHPLC system DX5400, MS: TSQ Quantis, equipped with Nitrogen genotor: Genius XE35	Each	
53A.2	Diagnostic assessment for fault finding	Each	

ITEM 54

Item 54A: Servicing of Thermoscientific Dionex Ion chromatograph			
Diagnostic assessment of the IC system			
Servicing of the IC system			
<ol style="list-style-type: none"> 1) Service for IC system (Aquion) must include the following 2) Visual inspection and evaluation of hardware and software components 3) Verification according to factory specifications 4) A calibration sticker must be provided per instrument 5) All certified reference material, standards and reagents required for calibrations must be provided by the supplier 6) Calibrations must be done on site. 			
Servicing of Aquion IC System			
<ol style="list-style-type: none"> 1) Rebuilding the high-pressure injection valve 2) Supply and replace the pump check valve cartridges 3) Supply and replace the pump seals 4) Supply and replace the waste valve and priming valve O-rings 5) Supply and replace the end-line filter 			
Servicing of AS- AP autosampler			
<ol style="list-style-type: none"> 1) Supply and replace the syringe 2) Supply and replace the sampling needle 3) Supply and replace the injection port 4) Supply and replace the sample transfer line 5) Calibrating the sample transfer line volume 			
Servicing of the ICS Variable Wavelength Detector			
<ol style="list-style-type: none"> 1) Supply and replace tungsten lamp 			
Servicing of the AXP auxiliary pump			
<ol style="list-style-type: none"> 1) Supply and replace the check valves 2) Supply and replace the piston seals 3) Supply and replace the filter elements of the inlet filter 4) Cleaning the piston 			

Service: Thermo Scientific Dionex Aquion IC system; with Dionex AS-AP autosampler; Dionex VWD detector; ultimate 3000 and AXP pump.			
Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
54A.1	Thermo Scientific Dionex Aquion IC system; with Dionex AS-AP autosampler; Dionex VWD detector; ultimate 3000 and AXP pump.	Each	
54A.2	Diagnostic assessment for fault finding	Each	

ITEM 55**Item 55A: Servicing of Fridges and Fridge/Freezer systems**

Servicing of Fridges and Fridge/Freezer systems must include the following

- 1) Visual inspection and evaluation of hardware and software components
- 2) Visual inspection and evaluation of hardware and software components
- 3) Verification according to factory specifications
- 4) A calibration sticker must be provided per instrument
- 5) A service report must be provided, indicating the warranty period for parts replaced
- 6) All certified reference material used must be traceable to national or international metrology standards
- 7) A service sticker must be provided
- 8) Check temperature logs and condenser cleaning record for indications for irregular
- 9) Compressor cycles, out of temperature parameters and electrical consumptions (running Amps)
- 10) Check defrosting and defrost if required.
- 11) Check Controller settings to ensure settings are still within factory specification.
- 12) Check gas pressure charge.
- 13) Check condition and cleanliness of motor compartment, condition of wiring and piping, note any chaffing or rodent / insect attack.
- 14) Replace light bulb if necessary
- 15) Lubricate condenser and internal fan bearings.
- 16) Check door alignment, adjust if necessary.
- 17) Check door switch is functional (switches the internal fridge fan and light off when door is opened)
- 18) Calibration certificates provided must have metrological traceability to national or international standards
- 19) Cleaning the piston

Service: Servicing of Vaccine Fridges and Fridge/Freezer systems

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
55A.1	Servicing of Vaccine Fridges and Fridge/Freezer systems	Each	
55A.2	Diagnostic assessment for fault finding	Each	

ITEM 56**Item 56A: Servicing of Biological safety cabinets**

Servicing of Biological safety cabinets systems must include the following

- 1) Visual inspection and evaluation of hardware and software components
- 2) Filter integrity leak test
- 3) Airflow validation
- 4) Smoke test
- 5) Power installation check
- 6) Levelling and integrity check with calibrated verification kit
- 7) All certified reference material used must be traceable to national or international metrology standards

Service: Servicing of Biological safety cabinets

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
56A.1	Servicing of Biological safety cabinets	Each	

ITEM 57**Item 57A: Servicing of benchtop hydrogen sulphide analyser**

Servicing of benchtop hydrogen sulphide analyser Photometer Nanocolor PF-12Plus must include the following

- 1) Visual inspection and evaluation of hardware and software components
- 2) Servicing and verification of the instrument according to manufacturer specifications
- 3) All certified reference material and standards used must be traceable to national or international metrology standards
- 4) Calibration certificates provided must have metrological traceability to national or international standards
- 5) Tenderer must provide the certified reference material and standards
- 6) A calibration sticker must be provided per instrument
- 7) Inspecting and cleaning PC board, Connections and filters.
- 8) Verification using NANOCHECK 2.0 and Method 903
- 9) Service sticker must be provided

Servicing: Hydrogen Sulphide Analyser Photometer Nanocolor PF-12Plus

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
57A.1	Photometer Nanocolor PF-12Plus	Each	

Item 57B: Repair of Hydrogen Sulphide analyser

Repair of Hydrogen Sulphide analyser

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Hydrogen Sulphide Analyser Photometer Nanocolor PF-12Plus (Service Provider to make provision for installation and verification in their tendered rate.)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
57B.1	Diagnostic assessment for fault finding	Each	
57B.2	Supply and replace calibration cuvette	Each	
57B.3	Supply and replace USB cable for data export and power supply	Each	
57B.4	Supply and replace Interference filter 412nm	Each	
57B.5	Supply and replace Display PF – 12Plus	Each	
57B.6	Supply and replace keyboard PF – 12Plus	Each	
57B.7	Supply and replace transistor	Each	

ITEM 58**Item 58A: Servicing of ThermoScientific TOC analyser**

Servicing of benchtop ThermoScientific TOC analyser must include the following

- 1) Visual inspection and evaluation of hardware and software components
- 2) Verification according to factory specifications
- 3) A service sticker must be provided per instrument
- 4) A service report must be provided, indicating the warranty period for parts replaced
- 5) All certified reference material, standards and reagents used must be traceable to national or international

metrology standards and must be provided by the tenderer

- 6) A service sticker must be provided
- 7) Update TEIS software and firmware when required
- 8) Inspect and replace when required All tubing
- 9) Inspect and replace when required Furnace injection needle, Xpert Inspect
- 10) Inspect and replace ProCAT combustion tube, complete with catalyst filling Inspect; replace as required
- 11) Inspect CO2 detector assembly, Xpert
- 12) Inspect Furnace assembly, Xpert Inspect; replace 0-rings; Temperature calibration
- 13) Inspect Sampler, Calibrate positions
- 14) Inspect O-rings (front compartment)
- 15) Supply and replace Peristaltic Pump, Xpert, including bracket and wiring
- 16) Supply and replace PTFE O-ring 21.89 x 2.62mm (for injection port)
- 17) Supply and replace O-ring 22 x 3mm silicone red (for top furnace tube)
- 18) Supply and replace PTFE O-ring 6.02 x 2.62mm (for furnace exit)
- 19) Supply and replace IC port needle seat
- 20) Supply and replace In-line filter, 25um, disposable cartridge
- 21) Supply and replace Thermocouple, Xpert, including metal cable tie Replace every 2 years
- 22) Supply and replace Thermal switch, low profile, 112 °C, NC, Xpert furnace

Servicing of benchtop Thermoscientific Xpert TOC analyser

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
58A.1	Servicing of benchtop Thermoscientific TOC analyser	Each	
58.22	Diagnostic assessment for fault finding	Each	

ITEM 59

Item 59A: Service and Calibration of ambient air quality NOX T200 monitoring analyzer

Service for NOX T200 Analyser must include the following

- 1) Supply and replacement of particulate filter
- 2) Review and evaluate test function
- 3) Supply and replacement OF Desiccant bags
- 4) All calibrations must be performed by ISO17025 laboratories
- 5) The ISO17025 laboratory scope of accreditation must include the parameters tested
- 6) Calibration certificates provided must have metrological traceability to national or international standards
- 7) Supply and Replace NO2 converter
- 8) Perform cleaning of reaction cell window
- 9) Perform diagnostic checks for leaks in gas flow pump
- 10) Inspect and clean absorption tube
- 11) Analyzers are located at the following locations: Atlantis, Athlone, Bothasig, Bellville South, Foreshore, Goodwood, Khayalitsha, Molteno, Platteklouf, Somerset West, Tableview, Wallacedene and Potsdam.

Servicing: Service and calibration of ambient air quality NOX T200 monitoring analyzer

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
59A.1	Service and calibration of ambient air quality NOX T200 monitoring analyzer	Each	

Item 59B: Repair of ambient air quality NOX T200 monitoring analyzer (Service Provider to make provision for installation and recalibration in their tendered rate.)

Repair of NOX T200 monitoring analyzer

- 1) Diagnostic report
- 2) All components as specified in the pricing schedule (Table below)
- 3) All activities to ensure the instrument is functional after completion of the repair.

Service of ambient air quality NOX T200 monitoring analyzer (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
59B.1	Supply of UV tube complete with two connections	Each	
59B.2	Supply and installation of NO2 converter	Each	
59B.3	Supply of exhaust pump	Each	
59B.4	Supply and installation of NO2 cleanser	Each	
59B.5	Supply of pump diaphragm	Each	
59B.6	Supply DFU filters	Each	
59B.7	Supply reaction cell O-ring and sintered filters	Each	
59B.8	Diagnostic assessment for fault finding	Each	

ITEM 60**Item 60A: Onsite servicing and calibration of pneumatic masts and meteorological stations**

Service for the pneumatic masts and meteorological stations must include the following:

- 1) Cleaning and inspection of anemometers, the wind sensors, and lubrication of the bearings.
- 2) All calibrations must be performed by ISO17025 laboratories
- 3) The ISO17025 laboratory scope of accreditation must include the parameters tested
- 4) Calibration certificates provided must have metrological traceability to national or international standards
- 5) Verification of the orientation of direction sensors.
- 6) Checking the analogical outlet.
- 7) Checking the cleaning of the rain sensor.
- 8) Checking the cleaning of the radiation sensor
- 9) Cleaning of sensors.
- 10) Revision of pressure sensor.
- 11) Checking temperature and humidity.
- 12) Analyzers are located at the following locations: Atlantis, Athlone, Bothasig, Bellville South, Foreshore, Goodwood, Khayalitsha, Molteno, Platteklouf, Somerset West, Tableview, Wallacedene and Potsdam..

Servicing: Onsite-servicing of pneumatic masts and meteorological stations

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
60A.1	Onsite-servicing and calibration of pneumatic masts and meteorological stations	Each	

Item 60B: Repair of pneumatic masts and meteorological stations (Service Provider to make provision for installation and recalibration in their tendered rate.)

Repair of pneumatic masts and meteorological stations

- 1) All components as specified in the pricing schedule (Table below)
- 2) All activities to ensure the instrument is functional after completion of the repair.

Repair of pneumatic masts and meteorological stations (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
60B.1	Supply of wind sensors	Each	
60B.2	Supply and installation of direction sensors	Each	

60B.3	Supply and installation of rain sensors	Each	
60B.4	Supply and installation of radiation sensors	Each	
60B.5	Supply and installation of pressure sensors	Each	
60B.6	Supply and installation of humidity sensors.	Each	
60B.7	Supply and installation of temperature sensors	Each	
60B.8	Diagnostic assessment for fault finding	Each	

ITEM 61

Item 61A: Onsite-servicing and calibration of Teledyne ozone O3 T400 monitoring instruments

Service and calibration for the Teledyne ozone O3 T400 monitoring instruments must include the following:

- 1) Supply and replace particulate filter
- 2) Review and evaluate test function
- 3) Supply and replace OF Desiccant bags
- 4) All calibrations must be performed by ISO17025 laboratories
- 5) The ISO17025 laboratory scope of accreditation must include the parameters tested
- 6) Calibration certificates provided must have metrological traceability to national or international standards
- 7) Replace O3 converter
- 8) Clean reaction cell window
- 9) Check for leaks in gas flow pump
- 10) Inspect and clean absorption tube.
- 11) Analyzers are located at the following locations: Atlantis, Athlone, Bothasig, Bellville South, Foreshore, Goodwood, Khayalitsha, Molteno, Plattekloof, Somerset West, Tableview, Wallacedene and Potsdam.

Servicing: Onsite-servicing of Teledyne ozone O3 T400 monitoring instruments

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
61A.1	Teledyne ozone O3 T200	Each	

Item 61B: Repair of Teledyne ozone O3 T400 monitoring instruments (Service Provider to make provision for installation and recalibration in their tendered rate.)

Repair of Teledyne ozone O3 T400 monitoring instruments

- 1) All components as specified in the pricing schedule (Table below)
- 2) All activities to ensure the instrument is functional after completion of the repair.

Repair of Teledyne ozone O3 T400 monitoring instruments (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
61B.1	Supply and installation of pneumatic lines	Each	
61B.2	Supply O3 UV lamp with two connection	Each	
61B.3	Supply and installation of IZS O3 Generator	Each	
61B.4	Supply of critical flow orifice	Each	
61B.5	Supply and installation of relay board	Each	
61B.6	Supply and installation of IZS zero air scrubber	Each	
61B.7	Supply pump diaphragm	Each	
61B.8	Supply of absorption tube and installation	Each	
61B.9	Supply and installation O3 reference scrubber	Each	
61B.10	Diagnostic assessment for fault finding	Each	

ITEM 62**Item 62A: Onsite-servicing of carbon dioxide CO2 T360 monitoring instruments**

Service for the carbon dioxide CO2 T360 monitoring instruments must include the following:

- 1) Change particulate filter
- 2) Review and evaluate test function
- 3) All calibrations must be performed by ISO17025 laboratories
- 4) The ISO17025 laboratory scope of accreditation must include the parameters tested
- 5) Calibration certificates provided must have metrological traceability to national or international standards
- 6) Replace CO2 converter
- 7) Clean reaction cell window
- 8) Check for leaks in gas flow pump
- 9) Inspect and clean absorption tube
- 10) Analyzers are located at the following locations: Atlantis, Athlone, Bothasig, Bellville South, Foreshore, Goodwood, Khayalitsha, Molteno, Platteklouf, Somerset West, Tableview, Wallacedene and Potsdam.

Servicing: Onsite-servicing of carbon dioxide CO2 T360 monitoring instruments

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
62A.1	Carbon dioxide CO2 T360	Each	

Item 62B: Repair of carbon dioxide CO2 T360 monitoring instruments (Service Provider to make provision for installation and recalibration in their tendered rate.)

Repair of carbon dioxide CO2 T360 monitoring instruments

- 1) All components as specified in the pricing schedule (Table below)
- 2) All activities to ensure the instrument is functional after completion of the repair.

Repair of carbon dioxide CO2 T360 monitoring instruments (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
62B 1	Supply of pump diaphragm	Each	
62B 2	Perform leak check	Each	
62B 3	Verify test function	Each	
62B 4	Perform instrument cleaning	Each	
62B 5	Supply of particulate filter	Each	
62B 6	Supply and installation pneumatic lines	Each	
62B 7	Supply of CO2 UV lamp with two connection	Each	
62B 8	Supply and install flow sensor	Each	
62B.9	Diagnostic assessment for fault finding	Each	

ITEM 63**Item 63A: Onsite-servicing and calibration of sulphur dioxide SO2 T100 monitoring instruments**

Service for the sulphur dioxide SO2 T100 monitoring instruments must include the following:

- 1) All calibrations must be performed by ISO17025 laboratories
- 2) The ISO17025 laboratory scope of accreditation must include the parameters tested

- 3) Calibration certificates provided must have metrological traceability to national or international standards
- 4) Replace pump diaphragm
- 5) Replace particulate filters
- 6) Perform leak check
- 7) Perform zero of air scrubber
- 8) Examine and clean pneumatic lines
- 9) Calibrate UV Lamp output
- 10) Perform factory calibration check
- 11) Check for leaks in gas flow pump
- 12) Service of critical flow orifice & sintered filters
- 13) Analyzers are located at the following locations: Atlantis, Athlone, Bothasig, Bellville South, Foreshore, Goodwood, Khayalitsha, Molteno, Platteklouf, Somerset West, Tableview, Wallacedene and Potsdam..

Servicing: Onsite-servicing and calibration of sulphur dioxide SO2 T100 monitoring instruments

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
63A.1	Sulphur dioxide SO2 T100	Each	

Item 63B: Repair of sulphur dioxide SO2 T100 monitoring instruments (Service Provider to make provision for installation and recalibration in their tendered rate.)

Repair of sulphur dioxide SO2 T100 monitoring instruments

- 1) All components as specified in the pricing schedule (Table below)
- 2) All activities to ensure the instrument is functional after completion of the repair.

Repair of sulphur dioxide SO2 T100 monitoring instruments (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
63B.1	Supply and install SO2 scrubber	Each	
63B.2	Supply zero air scrubber	Each	
63B.3	Supply particulate filters	Each	
63B.4	Supply pump diaphragm	Each	
63B.5	Supply UV lamp	Each	
63B.6	Supply o-rings and sintered filters	Each	
63B.7	Diagnostic assessment for fault finding	Each	

ITEM 64

Item 64A: Calibration of a Teledyne T700 calibrator

Service for the Teledyne T700 calibrator must include the following:

- 1) Perform flow check
- 2) Perform leak check
- 3) All calibrations must be performed by ISO17025 laboratories
- 4) The ISO17025 laboratory scope of accreditation must include the parameters tested
- 3) If the calibration is outsourced, the ISO17025 laboratory's scope of accreditation must include the parameters tested
- 5) A calibration sticker must be provided per instrument
- 6) Calibration certificates provided must have metrological traceability to national or international standards
- 7) Change of pneumatic lines
- 8) Inspection of pump diaphragm
- 9) Absorption tube inspection
- 10) Annual calibration of internal DAC
- 11) Replace O3 UV lamp

Servicing: Calibration of a Teledyne T700 calibrator

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
64A.1	Teledyne T700 calibrator	Each	

Item 64B: Repair of a Teledyne T700 calibrator (Service Provider to make provision for installation and recalibration in their tendered rate.)

Repair of a Teledyne T700 calibrator

- 1) All components as specified in the pricing schedule (Table below)
- 2) All activities to ensure the instrument is functional after completion of the repair.

Repair of a Teledyne T700 calibrator (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
64B.1	Supply and installation pneumatic lines	Each	
64B.2	Supply and installation of absorption tubes	Each	
64B.3	Supply and installation of Pump diaphragm	Each	
64B.4	Supply and installation of O3 UV lamp	Each	
64B.5	Diagnostic assessment for fault finding	Each	

ITEM 65**Item 65A: Onsite-servicing of a Teledyne Zero Air Generator T701**

Service for the Teledyne Zero Air Generator T701 must include the following:

- 1) Annual replacement of charcoal scrubber
- 2) Checking of NO-NO2 Scrubber
- 3) Checking of CO Scrubber
- 4) Checking of HC Scrubber
- 5) Annual replacement of regenerative Dryer
- 6) Annual replacement of particulate filter
- 7) Analyzers are located at the following locations: Atlantis, Athlone, Bellville South, Goodwood, Khayalitsha, Platteklouf, Tableview, Wallacedene.

Servicing: Onsite-servicing of a Teledyne T701 Zero Air Generator

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
65A.1	Teledyne Zero Air Generator T701	Each	

Item 65B: Repair of Teledyne Zero Air Generator T701 (Service Provider to make provision for installation and recalibration in their tendered rate.)

Repair of a Teledyne Zero Air Generator T701

- 1) All components as specified in the pricing schedule (Table below)
- 2) All activities to ensure the instrument is functional after completion of the repair.

Repair of a Teledyne Zero Air Generator T701 (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Description of Instrument	Units	Price per Service in Rands
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			(Excl VAT)
65B.1	Supply and installation of NO-NO2 scrubber	Each	
65B.2	Supply and installation of CO scrubber	Each	
65B.3	Supply and installation of HC scrubber	Each	
65B.4	Supply and installation of regenerative dryer	Each	
65B.5	Supply and installation of particulate filter	Each	
65B.6	Diagnostic assessment for fault finding	Each	

ITEM 66

Item 66A: Onsite-servicing and calibration of a Syntech GC 955 analyser

Service for the Syntec GC 955 analyser must include the following:

- 1) Check performance of GC 955
- 2) Check functionality of sample pumps
- 3) Check operational status of sample pistons
- 4) Check performance of PID Lamps
- 5) Check performance of pre-concentration column
- 6) Check functionality of GC 955 operating platform/system
- 7) Annual clean the FID
- 8) Annual clean of internal gastubing
- 9) Clean lamp-house
- 10) Annual replacement of cooled Pre concentration trap
- 11) Annual Replacement of pre-concentration Tenax tube
- 12) Annual change of carrier gas filters
- 13) Annual filters cleaning of diaphragm
- 14) Renew external sample tubing
- 15) All calibrations must be performed by ISO17025 laboratories
- 16) The ISO17025 laboratory scope of accreditation must include the parameters tested
- 17) Calibration certificates provided must have metrological traceability to national or international standards
- 18) Annual cleaning of lamp
- 19) Annual Optimise hard disk
- 20) Analyzers are located at the following locations: Foreshore, Khayalitsha, Potsdam

Servicing: Onsite-servicing and calibration of a Syntech GC 955 analyser

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
66A.1	Syntech GC 955 analyser	Each	

Item 66B: Repair of a Syntech GC 955 analyser (Service Provider to make provision for installation and recalibration in their tendered rate.)

Repair of a Syntech GC 955 analyser

- 1) All components as specified in the pricing schedule (Table below)
- 2) All activities to ensure the instrument is functional after completion of the repair.

Repair of a Syntech GC 955 analyser (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
66B.1	Supply of micro dust filter	Each	
66B.2	Supply of Teflon filter	Each	
66B.3	Supply of lamp tissues and lamp cleaning powder	Each	
66B.4	Supply of fine brush	Each	

66B.5	Supply of FEP or Teflon tubing	Each	
66B.6	Supply and installation of Pre concentration Tenax tube	Each	
66B.7	Supply and installation of PC/circuit board	Each	
66B.8	Diagnostic assessment for fault finding	Each	

ITEM 67

Item 67A: Onsite-servicing and calibration of a Teledyne H2S T101 analyser

Service and calibration for the Teledyne H2S T101 analyser must include the following:

- 1) Change particulate filter
- 2) Review and evaluate test function
- 3) All calibrations must be performed by ISO17025 laboratories
- 4) The ISO17025 laboratory scope of accreditation must include the parameters tested
- 5) Calibration certificates provided must have metrological traceability to national or international standards
- 6) Checking of SO2 scrubber
- 7) Checking of H2S to SO2 converter catalyst
- 8) Checking and changing of external zero air scrubber
- 9) Perform flow check
- 10) Annual checking of pneumatic leak
- 11) Replace internal IZS permeation tube
- 12) Annual replacement of pump diaphragm
- 13) Checking and replacing of critical flow orifice & sintered filters
- 14) Analyzers are located at the following locations: Bellville South, Athlone

Servicing: Onsite-servicing and calibration of a Teledyne H2S T101 analyser

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
67A.1	Teledyne H2S T101 analyser	Each	

Item 67B: Repair of a Teledyne H2S T101 analyser (Service Provider to make provision for installation and recalibration in their tendered rate.)

Repair of a Teledyne H2S T101 analyser

- 1) All components as specified in the pricing schedule (Table below)
- 2) All activities to ensure the instrument is functional after completion of the repair.

Repair of a Teledyne H2S T101 analyser (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
67B.1	Supply and install SO2 scrubber	Each	
67B.2	Supply and install H2S to SO2 converter catalyst	Each	
67B.3	Supply zero air scrubber	Each	
67B.4	Supply particulate filters	Each	
67B.5	Supply pump diaphragm	Each	
67B.6	Supply UV lamp	Each	
67B.7	Supply sintered filters	Each	
67B.8	Diagnostic assessment for fault finding	Each	

ITEM 68**Item 68A: Onsite-servicing of PMS T640x analyser**

Service for the PMS T640x analyser must include the following:

- 1) Check/Adjust PMT with SpanDust
- 2) Check pump performance
- 3) Verify flow rate
- 4) Check for leaks
- 5) Inspect and clean optical chamber and RH/T sensor
- 6) Change disposable filter units
- 7) Inspect inner and outer sample tubes
- 8) Analyzers are located at the following locations: Bellville South, Athlone

Servicing: Onsite-servicing of a PMS T640x analyser

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
68A.1	PMS T640x analyser	Each	

Item 68B: Repair of a PMS T640x analyser (Service Provider to make provision for installation and recalibration in their tendered rate.)

Repair of a PMS T640x analyser

- 1) All components as specified in the pricing schedule (Table below)
- 2) All activities to ensure the instrument is functional after completion of the repair.

Repair of a PMS T640x analyser (Service Provider to make provision for installation and recalibration in their tendered rate.)

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
68B.1	Supply of span dust	Each	
68B.2	Supply of compatible vacuum pump	Each	
68B.3	Diagnostic assessment for fault finding	Each	

ITEM 69**Item 69A: Service of Wirsam filamentous bacteria microscopes**

Perform diagnostic and operational assessment

- 1) Perform operational verification to ensure instrument is in working condition
- 2) Perform replacement of applicable light sources
- 3) Power supply and mains switch supply and circuitry to be inspected and checked
- 4) Light source and dimming inspected and checked
- 5) Aperture diaphragm and condenser cleaned and tested according to operational specifications
- 6) Field IRIS inspected and checked
- 7) Light intensity regulator inspected
- 8) Exterior of the unit inspected for physical damage
- 9) Left/Right optical axis alignment checked
- 10) Eye pieces were cleaned and inspected
- 11) All objective X10; X40; X50; X100 and focal lenses cleaned and inspected
- 12) Coarse and fine controls inspected

- 13) X and Y stage mechanisms cleaned and inspected
 14) Nosepiece tested and found to be moved smoothly
 15) Slide holder cleaned, inspected and found to be in good condition

Servicing: Wirsam filamentous bacteria microscopes

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
69A.1	Wirsam microscope for filamentous bacteria	Each	
69A.2	Diagnostic assessment for fault finding	Each	

ITEM 70
Item 70A: Service and calibration of Gilian Gilibrator Kestril 3500 TSI 4100 flow meter

Service for the item must include the following:

- 1) Perform flow check
- 2) Perform leak check
- 3) All calibrations must be performed by ISO17025 laboratories
- 4) The ISO17025 laboratory scope of accreditation must include the parameters tested
- 5) If the calibration is outsourced, the ISO17025 laboratory's scope of accreditation must include the parameters tested
- 6) A calibration sticker must be provided per instrument
- 7) Calibration certificates provided must have metrological traceability to national or international standards

Servicing: Gilian Gilibrator Kestril 3500 TSI 4100 flow meter

Item	Description of Instrument	Units	Price per Service in Rands (Excl VAT)
70A.1	Diagnostic assessment for fault finding	Each	

Pricing Instructions:

- 5.1 State the rates and prices in Rand unless instructed otherwise in the Conditions of Tender.
- 5.2 Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT), and other levies payable by the successful tenderer, such duties, taxes and levies being those applicable 14 days before the closing time stated in the General Tender Information.
- 5.3 All prices tendered must include all expenses, disbursements and costs (e.g. transport, accommodation etc.) that may be required for the execution of the tenderer's obligations in terms of the Contract, and shall cover the cost of all general risks, liabilities and obligations set forth or implied in the Contract as well as overhead charges and profit (in the event that the tender is successful). All prices tendered will be final and binding.
- 5.4 All prices shall be tendered in accordance with the units specified in this schedule.
- 5.5 Where a value is given in the Quantity column, a Rate and Price (the product of the Quantity and Rate) is required to be inserted in the relevant columns.
- 5.6 The successful tenderer is required to perform all tasks listed against each item. The tenderer must therefore tender prices/rates on all items as per the section in the Price Schedule. **An item against which no rate is/are entered, or if anything other than a rate or a nil rate (for example, a zero, a dash or the word "included" or abbreviations thereof) is entered against an item, it will also be regarded as a nil rate having been entered against that item, i.e. that there is no charge for that item. The**

Tenderer may be requested to clarify nil rates, or items regarded as having nil rates; and the CCT may also perform a risk analysis with regard to the reasonableness of such rates.

- 5.7 Provide fixed rates and prices for the duration of the contract that are not subject to adjustment except as otherwise provided for in clause 17 of the Conditions of Contract and as amplified in the Special Conditions of Contract.
- 5.8 The CCT intends to appoint two tenderers (the highest ranked tenderer (“the winner”) and in addition a “alternative tenderer” for the allocation of work per item. Tenderers must submit prices for all lines in each Item tendered on.

INITIALS OF CCT OFFICIALS		
1	2	3

C.5 SPECIFICATION(S)

Bid specifications may not make any reference to any particular trade mark, name, patent, design, type, specific origin or producer, unless there is no other sufficiently precise or intelligible way of describing the characteristics of the work, in which case such reference must be accompanied by the words “or equivalent”.

INTRODUCTION:

Various Scientific Instruments and Specialised equipment are used in the analysis of water samples at Scientific Services, Athlone. As an accredited laboratory it is a requirement that the instrumentation and equipment be calibrated and serviced on a predetermined interval.

The tender provides for:

- 1) A calibration service contract for a period of three (3) years from date of award for various scientific instruments and equipment. All calibrations shall be in accordance with the manufacturers calibration instructions or as per SANAS requirement and the activities specifically listed under the particular instrument..
- 2) It should be noted that following a service, a calibration must be undertaken to verify performance and accuracy. Calibrations does not always follow services of instruments, but Scientific Services can request calibrations when required.
- 3) A repair contract for all instruments or components thereof currently in use at Scientific Services.

Calibration Service:

A Calibration certificate specific to each instrument must be issued after each and every calibration carried out. A Calibration certificate as per the manufacturer calibration instruction or SANAS requirement, will be submitted to the project manager or his representative within seven days in a signed format. The service provider must have a copy available through the contract period for audit purpose.

If a SANAS calibration service is subcontracted, the tenderer must within seven (7) days of request, provide the SANAS certificate, including the Scope of Accreditation of the subcontractor. Failure to provide the SANAS certificate within the specified time will incur penalties as per the contract conditions.

Furthermore each instrument must be labelled with the certificate no, the calibration date and the due date of the next calibration, including the instrument serial no. and physical location.

All standards/ buffers used for calibrations must be accompanied by a traceable laboratory certificate (traceable to national/international metrology standards) and the certificate must state the expiry date and the standard/ buffer specifications.

The service provider must provide proof of suitably qualified technicians to conduct the calibration.

On-site servicing and calibration at the premises of Scientific Services is required where specified. If the equipment/instrument must be transported to the premises of the service provider then the tenderer is responsible for the transportation cost.

Verification Service:

If the service provider utilise a calibrated kit for the verification of equipment performance the kit must have a valid calibration certificate that is traceable to national/international metrology standards and a copy of the calibration certificate must be provided

General Services

Tenderer to provide a detailed service report confirming that all the activities listed in the pricing schedule has been completed.

- a) The City will issue a Purchase Order for the ancilliary items or service as specified.
- b) Only upon receiving a Purchase Order from the CCT shall the Service Provider proceed with delivery of the items or service.
- c) The Service Provider shall return the serviced unit including service certificate within 4 to 6 weeks upon receipt of the of the CCT's Purchase Order.

Non Scheduled repair service

An instrument part will only be replaced on receipt of an official order. Should a tenderer want to utilise part that is equivalent to what is specified in the tender document, prior approval must be obtained from the Project Manager. This approval must be obtained in writing.

DETAILED SPECIFICATION OF ACTIVITIES ARE LISTED IN PRICING SCHEDULE

Health and Safety

- i) The Contractor shall comply with the appropriate Health and Safety regulations enforced by Scientific Services.
- ii) The Contractor is responsible for providing protective equipment (PPE) such as splash goggles, face shields, gloves, coveralls, and leather boots, first aid kits, etc., to their staff and shall ensure that they are trained to use these items properly and/or identify shortcomings.
- iii) The Contractor and their sub-contractors shall familiarise themselves with the Site Emergency Plans, plant layout and safety equipment, such as breathing apparatus, eye wash and safety showers, etc. Whilst working on-site the Contractor shall adhere to the safety precautions such as permit to work, electrical lockouts, way-leave and emergency evacuation procedures.
- iv) The Contractor and their sub-contractors shall arrange for induction meetings with their staff to address workplace safety and emphasise hazardous installations such as chlorine systems that may be utilised by the depot.
- v) The Contractor shall ensure that any issue or complaint arising from the Branch Health and Safety Meetings that has bearing or emanates from the Contractor's operations shall be discussed with the Site Management and addressed as soon as practically possible.
- vi) The Contractor shall ensure adherence to the National and the City's safety measures whilst at the various Work sites. These measures may be updated periodically.

6. TRADE NAMES OR PROPRIETARY PRODUCTS

Tenderers/Suppliers must note that wherever this document refers to any particular trade mark, name, patent, design, type, specific origin or producer, such reference shall be deemed to be accompanied by the words "or equivalent".

7. EMPLOYMENT OF SECURITY PERSONNEL

All security staff employed by the Supplier on behalf of the CCT or at any CCT property must be registered with Private Security Industry Regulatory Authority (PSiRA). Proof of such registration must be made available to the CCT or its agent, upon request.

8. FORMS FOR CONTRACT ADMINISTRATION

The Supplier shall complete, sign and submit with each invoice, the following:

- a) Monthly Project Labour Report (described below)

The Monthly Project Labour Report must include details of all labour (including that of sub-contractors) that are South African citizens earning less than **R 450.00** per day, as adjusted from time to time (excluding any benefits), who are employed on a temporary or contract basis on this contract in the month in question.

In addition to the Monthly Project Labour Report the Supplier shall simultaneously furnish the CCT's Agent with copies of the employment contracts entered into with such labour, together with certified copies of identification documents, proof of attendance in the form of attendance register or timesheets as well as evidence of payments to such labour in the form of copies of payslips or payroll runs. If the worker is paid in cash or by cheque, this information must be recorded on the envelope and the worker must acknowledge receipt of payment by signing for it and proof of such acknowledgement shall be furnished to the CCT's Agent.

C.6 SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract, referring to the National Treasury – Conditions of Contract (revised July 2010), are applicable to this agreement.

1. Definitions

Insert new clause 1.1A with the following:

- 1.1A “Commencement Date” means the date the Supplier confirms receipt from the Purchaser of 1 (one) complete, signed copy of the Contract, the *Schedule of Deviations* (if any).
- 1.1B “Conditions of Contract” means the general conditions of contract and special conditions of contract including all other contract data incorporated by reference.

Delete Clause 1.15 and substitute with the following

- 1.15 The word ‘Goods’ is to be replaced everywhere it occurs in the GCC with the phrase ‘Goods and / or Services’ which means all of the equipment, machinery, materials, services, products, consumables, etc. that the Supplier is required to deliver to the Purchaser under the agreement. This definition shall also be applicable, as the context requires, anywhere where the words “supplies” and “services” occurs in the GCC.

Delete Clause 1.19 and substitute with the following

- 1.19 The word ‘Order’ is to be replaced everywhere it occurs in the GCC with the words ‘Purchase Order’ which means the official purchase order authorised and released on the Purchaser’s SAP System.

Delete Clause 1.21 and substitute with the following:

- 1.21 ‘Purchaser’ means the City of Cape Town. The address of the Purchaser is 12 Hertzog Boulevard, Cape Town, 8001 (chosen domicilium citandi et executandi).

Add the following after Clause 1.25:

- 1.26 ‘Supplier’ means the provider of Goods and / or Services with whom the Contract is concluded also referred to as “contractor” in the GCC.
- 1.27 "Intellectual Property" means any and all intellectual property rights of any nature anywhere in the world whether registered, registerable or otherwise, including patents, trademarks, registered designs and domain names, applications for any of the foregoing, trade or business names, copyright and rights in the nature of copyright, design rights, rights in databases, know-how, trade secrets and any other intellectual property rights which subsist in computer software, computer programs, websites, documents, information, techniques, business methods, drawings, logos, instruction manuals, lists and procedures and particulars of customers, marketing methods and procedures and advertising literature, including the "look and feel" of any websites
- 1.28 “Working Day” means Monday to Friday excluding weekends and Public Holidays (in the Republic of Sotuh Africa).

3. General Obligations

Delete Clause 3.2 in its entirety and replace with the following clauses.

- 3.2 The Parties will be liable to each other arising out of or in connection with any breach of the obligations detailed or implied in this contract, subject to clause 28.
- 3.3 If the Supplier is a joint venture, all parties in a joint venture or consortium shall be jointly and severally liable to the Purchaser in terms of the Contract and shall carry individually the minimum levels of insurance stated in the Contract, if any.

- 3.4 The Parties shall comply with all laws, regulations and bylaws of local or other authorities having jurisdiction regarding the Delivery of the Goods and/or Services and give all notices and pay all charges required by such authorities.
- 3.4.1 The Parties agree that this Contract shall also be subject to the CCT's Supply Chain Management Policy ("SCM Policy") that was applicable on the date the bid was advertised as amended from time to time. If the Purchaser adopts a new SCM Policy which contemplates that any clause therein would apply to the Contract emanating from this tender, such clause shall also be applicable to the Contract. Please refer to this document contained on the CCT's website.
- 3.4.2 Abuse of the supply chain management system is not permitted and may result in termination of the Contract, restriction of the Supplier, and/or the exercise by the CCT of any other remedies available to it as described in the SCM Policy or in law.
- 3.5 The Supplier shall:
- 3.5.1 Arrange for the documents listed below to be provided to the Purchaser prior to the issuing of the Purchase Order by the Purchaser and no later than the periods as set out in the Contract:
- a) Proof of Insurance (Refer to Clause 11) or Insurance Broker's Warrantee,
 - b) Letter of good standing from the Compensation Commissioner, or a licensed compensation insurer (Refer to Clause 11),
 - c) Initial delivery programme, and
 - d) Other requirements as detailed in the Contract.
- 3.5.2 Only when notified of the acceptance of the bid on the Date of Commencement of Contract, the Supplier shall commence with and carry out the Delivery of the Goods and/or Services in accordance with the Contract, to the satisfaction, of the Purchaser.
- 3.5.3 Provide all of the necessary materials, labour, plant and equipment required for the delivery of the Goods and/or Services including any temporary services that may be required.
- 3.5.4 Insure his workmen and employees against death or injury arising out of the delivery of the Goods.
- 3.5.5 Be continuously represented during the Delivery of the Goods and/or Services by a competent representative duly authorised to execute instructions.
- 3.5.6 In the event of a loss resulting in a claim against the insurance policies stated in clause 11, pay the first amount (excess) as required by the insurance policy.
- 3.5.7 Comply with all written instructions from the Purchaser subject to clause 18.
- 3.5.8 Complete and Deliver the goods within the period stated in clause 10, or any extensions thereof in terms of clause 21.
- 3.5.9 Make good at his own expense, all incomplete and defective Goods during the warranty period.
- 3.5.10 Pay to the Purchaser any penalty for delay as due on demand by the Purchaser. The Supplier hereby consents to such amounts being deducted from any payment due to the Supplier.
- 3.5.11 Comply with the provisions of the OHAS Act & all relevant regulations.
- 3.5.12 Comply with all laws relating to wages and conditions generally governing the employment of labour in the Cape Town area and any applicable Bargaining Council agreements.
- 3.5.13 Deliver the Goods in accordance with the Contract and with all reasonable care, diligence and skill in accordance with generally accepted professional techniques and standards.
- 3.6 The Purchaser shall:
- 3.6.1 Issue Purchaser Orders for the Goods and/or Services required under this Contract. No liability for payment will ensue for arising out of the Delivery of the Goods and/or Services, unless a Purchase Order

has been issued to the Supplier.

- 3.6.2 Make payment to the Supplier for the Goods and/or Services as set out herein.
- 3.6.3 Take possession of the Goods and /or Services upon Delivery by the Supplier.
- 3.6.4 Regularly inspect the Goods to establish that it is being delivered in compliance with the Contract.
- 3.6.5 Give any instructions and/or explanations and/or variations to the Supplier including any relevant advice to assist the Supplier to understand the Contract.
- 3.6.6 Grant or refuse any extension of time requested by the Supplier of the period stated in clause 10.
- 3.6.7 Inspect the Goods and/or Services to determine if, in the opinion of the Purchaser, it has been delivered in compliance with the Contract, alternatively in such a state that it can be properly used for the purpose for which it was intended.
- 3.6.8 Brief the Supplier and issue all documents, information, etc. in accordance with the contract.

5. Use of contract documents and information; inspection, copyright, confidentiality, etc.

Add the following after clause 5.4:

- 5.5 Copyright of all documents prepared by the Supplier in accordance with the relevant provisions of the Copyright Act (Act 98 of 1978) relating to the Contract shall be vested in the Purchaser. Where copyright is vested in the Supplier, the Purchaser shall be entitled to use the documents or copy them only for the purposes for which they are intended in regard to the agreement and need not obtain the Supplier's permission to copy it for such use. Where copyright is vested in the Purchaser, the Supplier shall not be liable in any way for the use of any of the information other than as originally intended in terms of the agreement and the Purchaser hereby indemnifies the Supplier against any claim which may be made against it by any person / entity, arising from the use of such documentation for other purposes.

The ownership of data and factual information collected by the Supplier and paid for by the Purchaser shall, after payment, vest with the Purchaser.

- 5.6 **Publicity and publication**
The Supplier shall not release public or media statements or publish material related to the services or agreement within two (2) years of Delivery of the Goods, without the written approval of the Purchaser, which approval shall not be unreasonably withheld.
- 5.7 **Confidentiality**
Both Parties shall keep all information obtained by them in the context of the agreement, confidential and shall not divulge it without the written approval of the other Party.
- 5.8 **Intellectual Property**
 - 5.8.1 The Supplier acknowledges that it shall not acquire any right, title or interest in or to the Intellectual Property of the Purchaser.
 - 5.8.2 The Supplier hereby assigns to the Purchaser, all Intellectual Property created, developed or otherwise brought into existence by it for the purposes of the agreement, unless the Parties expressly agree otherwise in writing.
 - 5.8.3 The Supplier shall, and warrants that it shall:
 - 5.8.3.1 Not be entitled to use the Purchaser's Intellectual Property for any purpose other than as contemplated in the agreement;
 - 5.8.3.2 not modify, add to, change or alter the Purchaser's Intellectual Property, or any information or data related thereto, nor may the Supplier produce any product as a result of, including and/or arising from any such information, data and Intellectual Property, and in the event that it does produce any such product, the product shall be, and be deemed in law to be, owned by the Purchaser;

- 5.8.3.3 Not apply for or obtain registration of any domain name, trademark or design which is similar to any Intellectual Property of the Purchser;
- 5.8.3.4 Comply with all reasonable directions or instructions given to it by the Purchaser in relation to the form and manner of use of the CCT Intellectual Property, including without limitation, any brand guidelines which the Purchaser may provide to the Supplier from time to time;
- 5.8.3.5 Ensure that its employees, directors, members and contractors comply strictly with the provisions of this Clause 5.5.8.4 above unless the Purchaser expressly agrees to the contrary, in writing and only after obtaining due internal authority for such agreement.
- 5.8.4 The Supplier represents and warrants to the Purchaser that, in providing Goods and/or Services for the duration of the agreement it will not infringe or make unauthorised use of the Intellectual Property rights of any third party and hereby indemnifies the Purchaser from any claims, liability, loss, damages, costs, and expenses arising from the infringement or unauthorised use by the Supplier of any third party's Intellectual Property rights.
- 5.8.5 Upon expiry of the contract period and in the event that the Contract is terminated, ended or is declared void, any and all of the Purchaser's Intellectual Property, and any and all information and data related thereto, shall be immediately handed over to the Purchaser by the Supplier and no copies thereof shall be retained by the Supplier unless the Purchaser expressly and in writing, after obtaining due internal authority, agrees otherwise.

Add the following after clause 5.8:

5.9 Protection of Personal Information Act of 2013

By submitting a tender to the Purchaser, (and by concluding any ensuing related agreement with the City of Cape Town, if applicable), the Tenderer thereby acknowledges and unconditionally agrees:

- 5.9.1 that the tenderer has been informed of the purpose of the collection and processing of its personal information as defined in the Protection of Personal Information Act of 2013 ("POPIA"), which, for the avoidance of doubt is for, and in relation to, the tender process and the negotiation, conclusion, performance and enforcement of the ensuing agreement, if applicable, as well as for the City of Cape Town's reporting purposes;
- 5.9.2 to the collection and processing of the tenderer's personal information by the City of Cape Town and agrees to make available to the City of Cape Town, all information reasonably required by the City of Cape Town for the above purposes;
- 5.9.3 that the personal information the City of Cape Town collects from the tenderer or about the tenderer may be further processed for other activities and/or purposes which are lawful, reasonable, relevant and not excessive in relation to the purposes set out above, for which it was originally collected;
- 5.9.4 that, the tenderer indemnifies the City of Cape Town and its officials, employees, and directors and undertakes to keep the City of Cape Town and its officials, employees, and directors indemnified in respect of any claim, loss, demands, liability, costs and expenses of whatsoever nature which may be made against the City of Cape Town (including the costs incurred in defending or contesting any such claim) in relation to the tenderer or the tenderer's employees', representatives' and/or sub-Suppliers' non-compliance with POPIA and/or the City of Cape Town's failure to obtain the tenderer's consent or to notify the tenderer of the reason for the processing of the tenderer's personal information;
- 5.9.5 to the disclosure of the tenderer's personal information by the City of Cape Town to any third party, where the City of Cape Town has a legal or contractual obligation to disclose such personal information to the third party (or a legitimate interest exists therein);
- 5.9.6 that, under POPIA, the tenderer may request to access, confirm, request the correction, destruction, or deletion of, or request a description of, personal information held by the City of Cape Town in relation to you, subject to applicable law; and

that under POPIA, subject to applicable law, the tenderer also has the right to be notified of a personal information breach and the right to object to, or restrict, the City of Cape Town's processing of its personal information.

5.10 PERFORMANCE MONITORING

- 5.10.1 As required by section 116(2)(b) of the Local Government: Municipal Financial Management Act 56 of 2003, the CCT shall monitor the performance of the Supplier on at least a monthly basis, and the Supplier agrees to provide the CCT with its full cooperation in this regard.

7. Performance Security

Not Applicable. Tenderers must disregard the **Pro Forma Performance Security/ Guarantee** and are not required to furnish same.

8. Inspections, tests and analyses

Delete Clause 8.2 and substitute with the following:

- 8.2 If it is a bid condition that Goods and/or Services to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or Supplier shall be open, at all reasonable hours, for inspection by a representative of the Purchaser or an organisation acting on behalf of the Purchaser.

10. Delivery and documents

Delete clauses 10.1 and 10.2 and replace with the following:

- 10.1 Delivery of the goods shall be made by the Supplier in accordance with the terms specified in the contract. The time for Delivery of the goods shall be the date as stated on the Purchase Order. In the case of agreements for Delivery of goods in terms of framework or panel agreements, Purchase Orders for the supply and delivery of goods may be raised up until the expiry of a framework or panel agreement, provided that the goods can be delivered within 30 (thirty) days of expiry of the framework or panel agreement. In this context, the "goods" does not include services and carries its ordinary meaning. All Purchase Orders other than for the supply and Delivery of goods (i.e. supply of services, professional services or constructions works), must be completed prior to the expiry of the contract period.
- 10.2 The Purchaser shall determine, in its sole discretion, whether the Goods and/or Services have been delivered in compliance with the Contract, alternatively in such a state that it can be properly used for the purpose for which it was intended. When the Purchaser determines that the Goods and/or Services have been satisfactorily delivered, the Purchaser must issue an appropriate certification, or written approval, to that effect. Invoicing may only occur, and must be dated, on or after the date of such written acceptance of the Goods.

11. Insurance

Add the following after clause 11.1:

- 11.2 Without limiting the obligations of the Supplier in terms of this Contract, the Supplier shall effect and maintain the following additional insurances:
- 11.2.1 Public liability insurances, in the name of the Supplier, covering the Supplier and the Purchaser against liability for the death of or injury to any person, or loss of or damage to any property, arising out of or in the course of this Contract, in an amount not less than **R20 million** for any single claim;
- 11.2.2 Motor Vehicle Liability Insurance, in respect of all vehicles owned and / or leased by the Supplier, comprising (as a minimum) "Balance of Third Party" Risks including Passenger Liability Indemnity;
- 11.2.3 Registration / insurance in terms of the Compensation for Occupational Injuries and Disease Act, Act 130 of 1993. This can either take the form of a certified copy of a valid Letter of Good Standing issued by the Compensation Commissioner, or proof of insurance with a licenced compensation insurer, from either the Supplier's broker or the insurance company itself (see the Pro Forma Insurance Broker's Warranty).
- 11.2.5 In the event of under insurance or the insurer's repudiation of any claim for whatever reason, the Purchaser will retain its right of recourse against the Supplier.

11.3 The Supplier shall be obliged to furnish the Purchaser with proof of such insurance as the Purchaser may require from time to time for the duration of this Contract. Evidence that the insurances have been effected in terms of this clause, shall be either in the form of an insurance broker’s warranty worded precisely as per the pro forma version contained in the Pro forma Insurance Broker’s Warranty or copies of the insurance policies.

15. Warranty

Add to Clause 15.2:

15.2 The warranty for this Contract shall remain valid for six (6) months from date of Delivery of the Goods and/or Services.

16. Payment

Delete Clause 16.1 in its entirety and replace with the following:

16.1 Payment of invoices will be made:

16.1.1 Within 30 (thirty) days of receiving the relevant invoice or statement from the Supplier, unless otherwise prescribed for certain categories of expenditure or specific contractual requirements in accordance with any other applicable policies of the Purchaser.

16.1.2 Notwithstanding anything contained above, the Purchaser shall not be liable for payment of any invoice that pre-dates the date of delivery of any Goods and/or Services.

Delete Clause 16.2 in its entirety and replace with the following:

16.2 The Supplier shall furnish the purchaser’s Accounts Payable Department with an original tax invoice, clearly showing the amount due in respect of each and every claim for payment.

Add the following after clause 16.4

16.5 Notwithstanding any amount stated on the Purchase Order, the Supplier shall only be entitled to payment for Goods and/or Services actually delivered in terms of the Specification and Drawings, or any variations thereof made in accordance with clause 18. Any contingency sum included shall be for the sole use, and at the discretion, of the Purchaser.

16.6 The Purchaser will only make advanced payments to the Supplier in strict compliance with the terms and conditions as contained in the Pro forma Advanced Payment Guarantee and only once the authenticity of such guarantee has been verified by the Purchaser’s Treasury Department.

16.6.1 The Advance Payment Schedule applicable to this Contract is set out below. The items of plant and materials which have been identified by the Purchaser as being suitable for advance payment in terms of this Contract are listed in the table below, and for which the Purchaser is prepared to make advance payment to the Supplier, subject to the conditions below. Should an item or items be added to the list at tender stage by a tenderer, no obligation to advance payment shall be incurred by the Purchaser, for such items added by the tenderer except as provided for herein.

Plant and materials which have been manufactured and are stored by the supplier	Plant and materials yet to be manufactured and for which a deposit with order is required from the supplier by a third party manufacturer/supplier, and which may be stored by the supplier:
N/A	N/A

16.6.2 The Supplier can only rely on advance payment being permitted by the Purchaser in respect of the plant and materials listed in the table above. The Purchaser may, however, permit advance payment for other plant and materials in exceptional circumstances and at its sole discretion, during the course of the Contract, and upon reasonable request from the Supplier.

- 16.6.3 Advance payment for the purposes of deposits will only be provided up to a limit of **0%** of the value of any one item being claimed.
- 16.6.4 The Supplier shall provide the Purchaser with documentary evidence of the terms and conditions for which a deposit with order is required by a third party manufacturer/supplier, together with the advance payment guarantee.
- 16.6.5 The Supplier will also be permitted to obtain advance payment for the balance of the value of the plant and materials in respect of which he has paid a deposit, for an item which after manufacture is stored by the Supplier. The Supplier shall, in respect of such payment, provide an advance payment guarantee, either for such balance or, if the advance payment guarantee in respect of the deposit is to be returned by the Purchaser upon request, for the whole value of the item.

17. Prices

Add the following after clause 17.1

- 17.2 If as a result of an award of a contract beyond the original tender validity period, the contract execution will be completed beyond a period of twelve (12) months from the expiry of the original tender validity period, then the contract may be subject to contract price adjustment for that period beyond such twelve (12) months. An appropriate contract price adjustment formula will be determined by the Purchaser delegated authority if such was not included in the bid documents.
- 17.3 If as a result of any extension of time granted, the contract execution will be completed beyond a period of twelve (12) months from the expiry of the original tender validity period, then contract price adjustment may apply to that period beyond such twelve (12) months. An appropriate contract price adjustment formula will be determined by the Director: Supply Chain Management if such was not included in the bid documents.
- 17.4 The prices for the goods and/or Services delivered and services performed shall be subject to contract price adjustment in terms of Schedule F.1 Contract Price Adjustment and/or Rate of Exchange Variations and the following conditions will be applicable.

18. Contract Amendments

Delete the heading of clause 18 and replace with the following:

18. Contract Amendments and Variations

Add the following to clause 18.1:

Variations means changes to the Goods and/or Services, extension of the contract period or increases in the value of the Contract as a result of written instructions issued by the Purchaser to the Supplier. Such changes are subject to prior approval by the Purchaser's delegated authority. Should the Supplier deliver any Goods not described in a written instruction from the Purchaser, the Purchaser's liability for payment shall no arise until such time as the change has been duly approved and such approval communicated to the Purchaser.

20. Subcontracts

Add the following after clause 20.1:

- 20.2 The Supplier shall be liable for the acts, defaults and negligence of any subcontractor, his agents or employees as fully as if they were the acts, defaults or negligence of the Supplier.
- 20.3 Any appointment of a subcontractor shall not amount to a contract between the Purchaser and the subcontractor, or a responsibility or liability on the part of the Purchaser to the subcontractor and shall not relieve the Supplier from any liability or obligation under the Contract.

21. Delays in the supplier's performance

Delete Clause 21.2 in its entirety and replace with the following:

21.2 If at any time during the performance of obligations contained in the Contract the Supplier or its subcontractors should encounter conditions beyond their reasonable control which impede the timely delivery of the Goods and/or Services, the Supplier shall notify the Purchaser in writing, within 7 (seven) days of first having become aware of these conditions, of the facts of the delay, its cause(s) and its probable duration. As soon as practicable after receipt of the Supplier's notice, the Purchaser shall evaluate the situation, and may at his discretion extend the time for Delivery.

Where additional time is granted, the Purchaser shall also determine whether or not the Supplier is entitled to payment for additional costs in respect thereof. The principle to be applied in this regard is that where the Purchaser or any of its agents are responsible for the delay, reasonable costs shall be paid. In respect of delays that were beyond the reasonable control of both the Supplier and the Purchaser, additional time only (no costs) will be granted.

The Purchaser shall notify the Supplier in writing of his decision(s) in the above regard.

21.3 No provision in this Contract shall be deemed to prohibit the obtaining of Goods and/or Services from a national department, provincial department, or a local authority.

22. Penalties

Delete clause 22.1 and replace with the following:

22.1 Subject to GCC Clause 25, if the Supplier fails to deliver any or all of the Goods and/or Services within the period(s) specified in the Contract, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from amounts payable, as a penalty, a sum as stated herein for each day of the delay until actual Delivery or performance.

The penalty for this contract shall be 5% per day of total purchase order value. If the tenderer can demonstrate that the delay was beyond their control then the penalty may be reconsidered.

22.2 The Purchaser shall, without prejudice to its other remedies under the contract, deduct from amounts payable, financial penalties as contained on the Preference Schedule for breaches of the conditions upon which preference points were awarded.

23. Termination for default

Delete the heading of clause 23 and replace with the following:

23. Termination

Add the following to the end of clause 23.1:

If the Supplier fails to remedy the breach in terms of such notice.

Add the following after clause 23.7:

23.8 In addition to the grounds for termination due to default by the Supplier, the Contract may also be terminated:

23.8.1 Upon the death of the Supplier who was a Sole Proprietor, or a sole member of a Close Corporation, in which case the contract will terminate forthwith.

23.8.2 If the Parties, by mutual agreement, terminate the Contract.

23.8.3 If a material irregularity vitiates the procurement process leading to the conclusion of the Contract, rendering the procurement process and the conclusion of the resulting Contract unfair, inequitable, non-transparent, uncompetitive or not cost-effective the Contract may be terminated by the Purchaser (upon conclusion of applicable processes by the City Manager as described in the Purchaser's SCM Policy).

23.8.4 Reputational risk or harm to the Purchaser

The Purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, may terminate the contract if the implementation of the contract may result in reputational risk or harm to the Purchaser as a result of (inter alia):

- a) reports of poor governance and/or unethical behaviour;
- b) association with known notorious individuals and family of notorious individuals;
- c) poor performance issues, known to the Purchaser
- d) negative social media reports;
- e) adverse assurance (e.g. due diligence) report outcomes; or
- f) circumstances where the relevant vendor has employed, or is directed by, anyone who was previously employed in the service of the state (as defined in clause 1.53), where the person is or was negatively implicated in any SCM irregularity.

By or in relation to the Supplier, the Contract may be terminated by the Purchaser after providing notice to the Supplier.

- 23.9 If the Contract is terminated in terms of clause 23.8, all obligations that were due and enforceable prior to the date of the termination, must be performed by the relevant Party.

26. Termination for insolvency

Delete clause 26.1 and replace with the following:

- 26.1 In the event of the Supplier becoming bankrupt or otherwise insolvent the Purchaser may elect to:

26.1.1 At any time, terminate the Contract by giving written notice to the Supplier; or

26.1.2 Accept a Supplier's proposal (via the liquidator) to render delivery utilising the appropriate contractual mechanisms or takes steps to ensure its rights are protected and any negative impact on service delivery is mitigated.

- 26.2 In the event of the Purchaser electing to cancel the Contract in accordance with clause 26.1.1 above, the Purchaser shall make payment of all verified and signed off invoices. In the event of there being any dispute in respect of any outstanding invoices such dispute shall be dealt with in accordance with the dispute resolution mechanism in the Contract.

27. Settlement of Disputes

Amend clause 27.1 as follows:

- 27.1 If any dispute or difference of any kind whatsoever, with the exception of termination in terms of clause 23 arises between the Purchaser and the Supplier in connection with or arising out of the Contract, the Parties shall make every effort to resolve such dispute or difference amicably, by mutual consultation.

Delete Clause 27.2 in its entirety and replace with the following:

- 27.2 Should the Parties fail to resolve any dispute by way of mutual consultation, either party shall be entitled to refer the matter for mediation before an independent and impartial person appointed by the City Manager in accordance with Regulation 50(1) of the Local Government: Municipal Finance Management Act, 56 of 2003 – Municipal Supply Chain Management Regulations (Notice 868 of 2005). Such referral shall be done by either party giving written notice to the other of its intention to commence with mediation. No mediation may be commenced unless such notice is given to the other party.

Irrespective whether the mediation resolves the dispute, the Parties shall bear their own costs concerning the mediation and share the costs of the mediator and related costs equally.

The mediator shall agree the procedures, representation and dates for the mediation process with the Parties. The mediator may meet the Parties together or individually to enable a settlement.

Where the Parties reach settlement of the dispute or any part thereof, the mediator shall record such agreement and on signing thereof by the Parties the agreement shall be final and binding.

Save for reference to any portion of any settlement or decision which has been agreed to be final and binding on the Parties, no reference shall be made by or on behalf of either party in any subsequent court proceedings, to any outcome of an amicable settlement by mutual consultation, or the fact that any particular evidence was given, or to any submission, statement or admission made in the course of amicable settlement by mutual consultation or mediation.

28. Limitation of Liability

Delete clause 28.1 (a) and (b) and replace with the following:

- (a) notwithstanding any provision to the contrary contained in this contract, neither the supplier nor any of its officers, directors, employees, agents contractors, consultants or other representatives shall be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect, incidental, special or consequential loss or damage of any kind, including without limitation the loss of use, loss of production, or loss of profits or interest costs, loss of goodwill, lost or damaged data or software, costs of substitute products/services and/or loss of business or business opportunities (whether foreseeable or unforeseeable), provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser;
- (b) the aggregate liability of the Supplier to the Purchaser, whether under the Contract, in tort or otherwise, shall not exceed the sums insured in terms of clause 11 in respect of insurable events, or where no such amounts are stated, to an amount equal to twice the Contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

Add the following after clause 28.1:

28.2 Without detracting from, and in addition to, any of the other indemnities in this Contract, the Supplier shall be solely liable for and hereby indemnifies and holds harmless the Purchaser against all claims, charges, damages, costs, actions, liability, demands and/or proceedings and expense in connection with:

- a) personal injury or loss of life to any individual;
- b) loss of or damage to property;

arising from, out of, or in connection with the performance by the Supplier in terms of this Contract, save to the extent caused by the gross negligence or wilful misconduct of the Purchaser.

28.3 The Supplier and/or its employees, agents, concessionaires, suppliers, sub-contractors or customers shall not have any claim of any nature against the purchaser for any loss, damage, injury or death which any of them may directly or indirectly suffer, whether or not such loss, damages, injury or death is caused through negligence of the Purchaser or its agents or employees.

28.4 Notwithstanding anything to the contrary contained in this Contract, under no circumstances whatsoever, including as a result of its negligent (including grossly negligent) acts or omissions or those of its servants, agents or contractors or other persons for whom in law it may be liable, shall any party or its servants (in whose favour this constitutes a *stipulatio alteri*) be liable for any indirect, extrinsic, special, penal, punitive, exemplary or consequential loss or damage of any kind whatsoever, whether or not the loss was actually foreseen or reasonably foreseeable), sustained by the other party, its directors and/or servants, including but not limited to any loss of profits, loss of operation time, corruption or loss of information and/or loss of contracts.

28.5 Each party agrees to waive all claims against the other insofar as the aggregate of compensation which might otherwise be payable exceeds the aforesaid maximum amounts payable.

31. Notices

Delete clauses 31.1 and 31.2 and replace with the following:

- 31.1 Any notice, request, consent, approvals or other communications made between the Parties pursuant to the Contract shall be in writing and forwarded to the addresses specified in the Contract and may be given as set out hereunder and shall be deemed to have been received when:
- a) hand delivered – on the day delivery of delivery or the next Working Day,
 - b) sent by registered mail – five (5) Working Days after mailing,
 - c) sent by email or telefax – one (1) Working Day after transmission.

32. Taxes and Duties

Delete the final sentence of 32.3 and replace with the following:

. In this regard, it is the responsibility of the Tenderer to submit evidence in the form of a valid Tax Compliance Status PIN issued by SARS to the CCT at the Supplier Management Unit located within the Supplier Management / Registration Office, 2nd Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town (Tel 021 400 9242/3/4/5), or included with this tender.

Add the following after clause 32.3:

32.4 The VAT registration number of the CCT is 4500193497.

ADDITIONAL CONDITIONS OF CONTRACT

Add the following Clause after Clause 34:

35. Reporting Obligations

35.1 The Supplier shall complete, sign and submit with each delivery note, all the documents as required in the Specifications including Monthly Project Labour Reports (Annexure B). Any failure in this regard may result in a delay in the processing of payments.

C.7 GENERAL CONDITIONS OF CONTRACT

(National Treasury - General Conditions of Contract (revised July 2010))

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1. Definitions

1. The following terms shall be interpreted as indicated:

- 1.1 'Closing time' means the date and hour specified in the bidding documents for the receipt of bids.
- 1.2 'Contract' means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the Parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.3 'Contract price' means the price payable to the supplier under the contract for the full and proper performance of his or her contractual obligations.
- 1.4 'Corrupt practice' means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
- 1.5 'Countervailing duties' are imposed in cases in which an enterprise abroad is subsidised by its government and encouraged to market its products internationally.

- 1.6 'Country of origin' means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognised new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 1.7 'Day' means calendar day.
- 1.8 'Delivery' means delivery in compliance with the conditions of the contract or order.
- 1.9 'Delivery ex stock' means immediate delivery directly from stock actually on hand.
- 1.10 'Delivery into consignee's store or to his site' means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
- 1.11 'Dumping' occurs when a private enterprise abroad markets its goods on its own initiative in the RSA at lower prices than that of the country of origin, and which action has the potential to harm the local industries in the RSA.
- 1.12 'Force majeure' means an event beyond the control of the supplier, not involving the supplier's fault or negligence, and not foreseeable. Such events may include, but are not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 'Fraudulent practice' means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 'GCC' means the General Conditions of Contract.
- 1.15 'Goods' means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 'Imported content' means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 'Local content' means that portion of the bidding price which is not included in the imported content, provided that local manufacture does take place.
- 1.18 'Manufacture' means the production of products in a factory using labour, materials, components and machinery, and includes other, related value-adding activities.
- 1.19 'Order' means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 'Project site', where applicable, means the place indicated in bidding documents.
- 1.21 'Purchaser' means the organisation purchasing the goods.
- 1.22 'Republic' means the Republic of South Africa.
- 1.23 'SCC' means the Special Conditions of Contract.

1.24 'Services' means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance, and other such obligations of the supplier covered under the contract.

1.25 'Written' or 'in writing' means handwritten in ink or any form of electronic or mechanical writing.

2. Application

2.1 These general conditions are applicable to all bids, contracts and orders, including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.

2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.

2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

3. General

3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable, a non-refundable fee for documents may be charged.

3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za.

4. Standards

4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

5. Use of contract documents and information; inspection.

5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for the purposes of such performance.

5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1, except for purposes of performing the contract.

5.3 Any document, other than the contract itself, mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.

5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. Patent rights

6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from the use of the goods or any part thereof by the purchaser.

7. Performance Security

7.1 Within 30 (thirty) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in the SCC.

- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 1.3 The performance security shall be denominated in the currency of the contract or in a freely convertible currency acceptable to the purchaser, and shall be in one of the following forms:
- a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - b) A cashier's or certified cheque.
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than 30 (thirty) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in the SCC.

8. Inspections, tests and analyses

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organisation acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention of such is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier, who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal, the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.
- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of the GCC.

9. Packing

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in the SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in the SCC.

10.2 Documents to be submitted by the supplier are specified in the SCC.

11. Insurance

11.1 The goods supplied under the contract shall be fully insured, in a freely convertible currency, against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12. Transportation

12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

13. Incidental Services

13.1 The supplier may be required to provide any or all of the following services, including additional services (if any) specified in the SCC:

- (a) performance or supervision of on-site assembly, and/or commissioning of the supplied goods;
- (b) furnishing of tools required for the assembly and/or maintenance of the supplied goods;
- (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the Parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the Parties and shall not exceed the prevailing rates charged to other Parties by the supplier for similar services.

14. Spare parts

14.1 As specified in the SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications), or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for 12 (twelve) months after the goods, or any portion thereof, as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for 18 (eighteen) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in the SCC.

15.3 The purchaser shall notify the supplier promptly, in writing, of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in the SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in the SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. Payment

16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in the SCC.

16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of any other obligations stipulated in the contract.

16.3 Payments shall be made promptly by the purchaser, but in no case later than 30 (thirty) days after submission of an invoice or claim by the supplier.

16.4 Payment will be made in Rand unless otherwise stipulated in the SCC.

17. Prices

17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices tendered by the supplier in his bid, with the exception of any price adjustments authorized in the SCC or in the purchaser's request for bid validity extension, as the case may be.

18. Contract Amendments

18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the Parties concerned.

19. Assignment

19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

20. Subcontracts

20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

21. Delays in the supplier's performance

21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.

21.2 If at any time during the performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his or her discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the Parties by amendment of contract.

- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 The right is reserved to procure, outside of the contract, small quantities of supplies; or to have minor essential services executed if an emergency arises, or the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.
- 21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.
- 21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and, without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

- 22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services, using the current prime interest rate, calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

- 23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
 - (b) if the supplier fails to perform any other obligation(s) under the contract; or
 - (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.
- 23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.
- 23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than 14 (fourteen) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated 14 (fourteen) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.
- 23.5 Any restriction imposed on any person by the Accounting Officer/Authority will, at the discretion of the Accounting Officer/Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person is or was, in the opinion of the Accounting Officer/Authority, actively associated.

- 23.6 If a restriction is imposed, the purchaser must, within 5 (five) working days of such imposition, furnish the National Treasury with the following information:
- (i) the name and address of the supplier and/or person restricted by the purchaser;
 - (ii) the date of commencement of the restriction;
 - (iii) the period of restriction; and
 - (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

- 23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, Act 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period of not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction, and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Anti-dumping and countervailing duties and rights

- 24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidised import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall, on demand, be paid forthwith by the contractor to the State, or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he or she delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him or her.

25. Force majeure

- 25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if, and to the extent that, his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2 If a force majeure situation arises, the supplier shall notify the purchaser promptly, in writing, of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26. Termination for insolvency

- 26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

27. Settlement of Disputes

- 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the Parties shall make every effort to resolve such dispute or difference amicably, by mutual consultation.
- 27.2 If, after 30 (thirty) days, the Parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.

27.5 Notwithstanding any reference to mediation and/or court proceedings herein,

- (a) the Parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
- (b) the purchaser shall pay the supplier any monies due to the supplier.

28. Limitation of Liability

28.1 Except in cases of criminal negligence or wilful misconduct, and in the case of infringement pursuant to Clause 6:

- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and
- (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

29. Governing language

29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the Parties shall also be written in English.

30. Applicable Law

30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in the SCC.

31. Notices

31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail, and any other notice to him shall be posted by ordinary mail, to the address furnished in his bid or to the address notified later by him in writing; and such posting shall be deemed to be proper service of such notice.

31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

32. Taxes and Duties

32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, licence fees, and other such levies imposed outside the purchaser's country.

32.2 A local supplier shall be entirely responsible for all taxes, duties, licence fees, etc., incurred until delivery of the contracted goods to the purchaser.

32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.

33. National Industrial Participation (NIP) Programme

33.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.

34 Prohibition of Restrictive practices

34.1 In terms of section 4 (1) (b) (iii) of the Competition Act, Act 89 of 1998, as amended, an agreement between or concerted practice by firms, or a decision by an association of firms, is prohibited if it is between Parties in a horizontal relationship and if a bidder(s) is/are or a contractor(s) was/were involved in collusive bidding (or bid rigging).

- 34.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has/have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act, Act 89 of 1998.
- 34.3 If a bidder(s) or contractor(s) has/have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and/or terminate the contract in whole or part, and/or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding 10 (ten) years and/or claim damages from the bidder(s) or contractor(s) concerned.

C.8 ANNEXURES

Not applicable

Annexure A – Pro Forma Insurance Broker’s Warranty



Letterhead of supplier’s Insurance Broker

Date _____

CCT
City Manager
Civic Centre
12 Hertzog Boulevard
Cape Town
8000

Dear Sir

TENDER NO.: 185S/2023/24

TENDER DESCRIPTION: THE REPAIR, MAINTENANCE AND VERIFICATION OF VARIOUS SCIENTIFIC INSTRUMENTS FOR THE CITY OF CAPE TOWN

NAME OF SUPPLIER: _____

I, the undersigned, do hereby confirm and warrant that all the insurances required in terms of the abovementioned contract have been issued and/or in the case of blanket/umbrella policies, have been endorsed to reflect the interests of the CCT with regard to the abovementioned contract, and that all the insurances and endorsements, etc., are all in accordance with the requirements of the contract.

I furthermore confirm that all premiums in the above regard have been paid.

Yours faithfully

Signed: _____

For: _____ (Supplier’s Insurance Broker)

MONTHLY PROJECT LABOUR REPORT



BENEFICIARY DETAILS AND WORK INFORMATION

CONTRACT OR WORKS PROJECT NUMBER:
--

Year	Month

Sheet		
1	of	

No.	(8) First name	(8) Surname	(8) ID number	(9) New Beneficiary (Y/N)	Gender (M/F)	Disabled (Y/N)	(10) Job seeker database (Y/N)	Contract start date (DDMMYY)	(11) Contract end date (DDMMYY)	(12) No. days worked this month (excl. training)	(13) Training days	(14) Rate of pay per day (R - c)
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Declared by Contractor or Vendor to be true and correct:	Name	Signature
	Date	

Received by Employer's Agent / Representative:	Name	Signature
	Date	

Annexure C - Pro Forma Performance Security/ Guarantee

GUARANTEE PERFORMANCE SECURITY

GUARANTOR DETAILS AND DEFINITIONS

"Guarantor" means:

Physical address of Guarantor:

"Supplier" means:

"Contract Sum" means: The accepted tender amount (INCLUSIVE OF VAT) of R

Amount in words:

"Guaranteed Sum" means: The maximum amount of R

Amount in words:

"Contract" means: The agreement made in terms of the Form of Offer and Acceptance for tender no ...and such amendments or additions to the contract as may be agreed in writing between the Parties.

PERFORMANCE GUARANTEE

1. The Guarantor's liability shall be limited to the amount of the Guaranteed Sum.
2. The Guarantor's period of liability shall be from and including the date of issue of this Guarantee/Performance Security up to and including the termination of the Contract or the date of payment in full of the Guaranteed Sum, whichever occurs first.
3. The Guarantor hereby acknowledges that:
 - 3.1 any reference in this Guarantee/Performance to "Contract" is made for the purpose of convenience and shall not be construed as any intention whatsoever to create an accessory obligation or any intention whatsoever to create a suretyship;
 - 3.2 Its obligation under this Guarantee/Performance Security is restricted to the payment of money.
4. Subject to the Guarantor's maximum liability referred to in 1, the Guarantor hereby undertakes to pay the CCT the sum due and payable upon receipt of the documents identified in 4.1 to 4.2:
 - 4.1 A copy of a first written demand issued by the CCT to the Supplier stating that payment of a sum which is due and payable has not been made by the Supplier in terms of the Contract and failing such payment within seven (7) calendar days, the CCT intends to call upon the Guarantor to make payment in terms of 4.2;
 - 4.2 A first written demand issued by the CCT to the Guarantor at the Guarantor's physical address with a copy to the Supplier stating that a period of seven (7) days has elapsed since the first written demand in terms of 4.1 and the sum has still not been paid.
5. Subject to the Guarantor's maximum liability referred to in 1, the Guarantor undertakes to pay to the CCT the Guaranteed Sum or the full outstanding balance upon receipt of a first written demand from the CCT to the Guarantor at the Guarantor's physical address calling up this Guarantee / Performance Security, such demand stating that:
 - 5.1 The Contract has been terminated due to the Supplier's default and that this Guarantee/Performance Security is called up in terms of 5; or
 - 5.2 a provisional or final sequestration or liquidation court order has been granted against the Supplier and that the Guarantee/Performance Guarantee is called up in terms of 5; and

- 5.3 *The aforesaid written demand is accompanied by a copy of the notice of termination and/or the provisional/final sequestration and/or the provisional liquidation court order.*
- 6. *It is recorded that the aggregate amount of payments required to be made by the Guarantor in terms of 4 and 5 shall not exceed the Guarantor's maximum liability in terms of 1.*
- 7. *Where the Guarantor has made payment in terms of 5, the CCT shall upon the termination date of the Contract, submit an expense account to the Guarantor showing how all monies received in terms of this Guarantee/Performance Security have been expended and shall refund to the Guarantor any resulting surplus. All monies refunded to the Guarantor in terms of this Guarantee/Performance Security shall bear interest at the prime overdraft rate of the CCT's bank compounded monthly and calculated from the date payment was made by the Guarantor to the CCT until the date of refund.*
- 8. *Payment by the Guarantor in terms of 4 or 5 shall be made within seven (7) calendar days upon receipt of the first written demand to the Guarantor.*
- 9. *The CCT shall have the absolute right to arrange its affairs with the Supplier in any manner which the CCT may deem fit and the Guarantor shall not have the right to claim his release from this Guarantee /Performance Security on account of any conduct alleged to be prejudicial to the Guarantor.*
- 10. *The Guarantor chooses the physical address as stated above for the service of all notices for all purposes in connection herewith.*
- 11. *This Guarantee/Performance Security is neither negotiable nor transferable and shall expire in terms of 2, where after no claims will be considered by the Guarantor. The original of this Guarantee / Performance Security shall be returned to the Guarantor after it has expired.*
- 12. *This Guarantee/Performance Security, with the required demand notices in terms of 4 or 5, shall be regarded as a liquid document for the purposes of obtaining a court order.*
- 13. *Where this Guarantee/Performance Security is issued in the Republic of South Africa the Guarantor hereby consents in terms of Section 45 of the Magistrate's Courts Act No 32 of 1944, as amended, to the jurisdiction of the Magistrate's Court of any district having jurisdiction in terms of Section 28 of the said Act, notwithstanding that the amount of the claim may exceed the jurisdiction of the Magistrate's Court.*

Signed at

Date

Guarantor's signatory (1)

Capacity

Guarantor's signatory (2)

Capacity

Witness signatory (1)

Witness signatory (2)

Annexure D - Pro Forma Advance Payment Guarantee

ADVANCE PAYMENT GUARANTEE

GUARANTOR DETAILS AND DEFINITIONS

"Guarantor" means:

Physical address of guarantor:

"Supplier" means:

"Contract Sum" means: The accepted tender amount (INCLUSIVE of VAT) of R

Amount in words:

"Contract" means: The agreement made in terms of the Form of Offer and Acceptance and such amendments or additions to the Contract as may be agreed in writing between the Parties.

"Plant and materials" means: The Plant and materials in respect of which an advance payment prior to manufacture is required, which the CCT has agreed may be subject to advance payment, such Plant and materials being listed in the Schedule of Plant and materials.

"Schedule of Plant and materials" means: A list of Plant and materials which shows the value thereof to be included in the Guaranteed Advance Payment Sum.

"Guaranteed Advance Payment Sum" means: The maximum amount of R.....

Amount in words:

1. The Guarantor's liability shall be limited to the amount of the Guaranteed Advance Payment Sum.
2. The Guarantor's period of liability shall be from and including the date of issue of this Advance Payment Guarantee and up to and including the termination of the Contract or the date of payment in full of the Guaranteed Advance Payment Sum, whichever occurs first.
3. The Guarantor hereby acknowledges that:
 - 3.1 any reference in this Advance Payment Guarantee to the Contract is made for the purpose of convenience and shall not be construed as any intention whatsoever to create an accessory obligation or any intention whatsoever to create a suretyship;
 - 3.2 Its obligation under this Advance Payment Guarantee is restricted to the payment of money.
4. Subject to the Guarantor's maximum liability referred to in 1, the Guarantor hereby undertakes to pay the CCT the sum advanced to the Supplier upon receipt of the documents identified in 4.1 to 4.2:
 - 4.1 A copy of a first written demand issued by the CCT to the Supplier stating that payment of a sum advanced by the CCT has not been repaid by the Supplier in terms of the Contract ("default") and failing such payment within seven (7) calendar days, the CCT intends to call upon the Guarantor to make payment in terms of 4.2;
 - 4.2 A first written demand issued by the CCT to the Guarantor at the Guarantor's physical address with a copy to the Supplier stating that a period of seven (7) calendar days has elapsed since the first written demand in terms of 4.1 and the sum advanced has still not been repaid by the Supplier.
5. Subject to the Guarantor's maximum liability referred to in 1, the Guarantor undertakes to pay to the CCT the Guaranteed Advance Payment Sum or the full outstanding balance not repaid upon receipt of a first written demand from the CCT to the Guarantor at the Guarantor's physical address calling up this Advance Payment Guarantee, such demand stating that:

- 5.1 *the Contract has been terminated due to the Supplier's default and that this Advance Payment Guarantee is called up in terms of 5; or*
- 5.2 *a provisional or final sequestration or liquidation court order has been granted against the Supplier and that the Advance Payment Guarantee is called up in terms of 5; and*
- 5.3 *The aforesaid written demand is accompanied by a copy of the notice of termination and/or the provisional/final sequestration and/or the provisional liquidation court order.*
- 6. *It is recorded that the aggregate amount of payments required to be made by the Guarantor in terms of 4 and 5 shall not exceed the Guarantor's maximum liability in terms of 1.*
- 7. *Payment by the Guarantor in terms of 4 or 5 shall be made within seven (7) calendar days upon receipt of the first written demand to the Guarantor.*
- 9. *The CCT shall have the absolute right to arrange its affairs with the Supplier in any manner which the CCT may deem fit and the Guarantor shall not have the right to claim his release from this Advance Payment Guarantee on account of any conduct alleged to be prejudicial to the Guarantor.*
- 10. *The Guarantor chooses the physical address as stated above for the service of all notices for all purposes in connection herewith.*
- 11. *This Advance Payment Guarantee is neither negotiable nor transferable and shall expire in terms of 2, where after no claims will be considered by the Guarantor. The original of this Guarantee shall be returned to the Guarantor after it has expired.*
- 12. *This Advance Payment Guarantee, with the required demand notices in terms of 4 or 5, shall be regarded as a liquid document for the purposes of obtaining a court order.*
- 13. *Where this Guarantee/Performance Security is issued in the Republic of South Africa the Guarantor hereby consents in terms of Section 45 of the Magistrate's Courts Act No 32 of 1944, as amended, to the jurisdiction of the Magistrate's Court of any district having jurisdiction in terms of Section 28 of the said Act, notwithstanding that the amount of the claim may exceed the jurisdiction of the Magistrate's Court.*

Signed at

Date

Guarantor's signatory (1)

Capacity

Guarantor's signatory (2)

Capacity

Witness signatory (1)

Witness signatory (2)

Approved Financial Institution as at 28 February 2023:

1.1 National Banks

ABSA Bank Limited
Firststrand Bank Limited
Investec Bank Limited
Nedbank Limited
Standard Bank of South Africa Limited

1.2 International Banks (with branches in South Africa)

Barclays Bank PLC
Citibank NA
Credit Agricole Corporate and Investment Bank
HSBC Bank PLC
JPMorgan Chase Bank
Societe Generale
Standard Chartered Bank

1.3 Insurance Companies

American International Group Inc (AIG)
Bryte Insurance Company Limited
Coface SA
Compass Insurance Company Limited
Credit Guarantee Insurance Corporation of Africa Limited
Guardrisk Insurance Company Limited
Hollard Insurance Company Limited
Infiniti Insurance Limited
Lombard Insurance Company Limited
Mutual and Federal Risk Financing Limited
New National Assurance Company Limited
PSG Konsult Ltd (previously Absa Insurance)
Regent Insurance Company Limited
Renasa Insurance Company Limited
Santam Limited...]

Annexure F - Tender Returnable Documents

Schedule F.1: Contract Price Adjustment

8. Pricing Instructions:

- 8.1 The Contract Price Adjustment mechanism and/or provisions relating to Rate of Exchange (RoE) Variation, contained in this schedule is compulsory and binding on all tenderers.
- 8.2 Failure to complete this schedule or any part thereof may result in the tender offer being declared non-responsive.
- 8.3 Tenderers are not permitted to amend, vary, alter or delete this schedule or any part thereof unless otherwise stated in this schedule, failing which the tender offer shall be declared non-responsive.
- 8.4 Tenderers are not permitted to offer firm prices except as provided for in the Price Schedule, and if the tenderer offers firm prices in contravention of this clause the tender offer shall be declared non-responsive.

PLEASE NOTE THAT NO ADDITIONAL QUALIFICATIONS TO THE CONTRACT PRICE ADJUSTMENT MECHANISMS WILL BE PERMITTED

8.1 CONTRACT PRICE ADJUSTMENT MECHANISM:

- 8.1.1 Tenderers must choose the Contract Price Adjustment mechanism as listed in the table below and adhere to the CPA instructions dictated by the mechanism chosen by the Tenderer. Tenderers must note that the CPA mechanism chosen by the tenderer, will be binding at contract phase, for the duration of the contract period.

No	CPA Mechanism	Tick the appropriate box
1	CPA based on CPI Indexes.	
2	CPA based on Rate of Exchange	
3	CPA based on Manufacturers Price List	

8.1.1 PRICE ADJUSTMENT MECHANISM: CONSUMER PRICE INDEX (CPI)

- 8.1.1.1 Tenderers shall be entitled to claim contract price adjustment in accordance with the Consumer Price Index as published by STATSSA: Consumer Price Index headline year-on-year rates) Subject to contract price adjustment in accordance with the Consumer Price Index (P0141–Table B2):

The Contract Price as per GCC shall remain Firm for the first 12 months (from date of commencement) and no claims for contract price adjustment will be considered for the first 12 months of the contract period subject to the provisions in the price schedule

- a) **90%** of the price will be subject to adjustment annually based on the average Consumer Price Index (CPI) as follows:
- b) From start of the **13th month-end of the 24th month** subject to price adjustment in accordance with the CPI. Base month shall be 2 calendar months prior to the date of the commencement and the End month, 2 months prior to the 13th month of the contract period.
- c) From start of the **25th month-end until end of contract** subject to price adjustment in accordance with the CPI. Base month shall be 2 calendar months prior to the date of the commencement and the End month, 2 months prior to the 25th month of the contract period.
- d) The average CPI calculated, the base month to the end month (both included) divided by the number of months. The claim will be based on the average between the “base month” and the “end month” e.g.: $7+6+9+6 = 28$ ($28/4 = 7$) therefore the claim will be 7%.

8.2.1 Contractors shall note the following:

- a) Only Contractors that are directly importing the goods may claim rate of exchange variations.
- b) Contractors shall take out Forward Cover on each purchase order.

8.2.1.1 The process to be followed by Contractors for claims for Rate of Exchange Variations shall be as follows:

8.2.1.1.1 On receipt of a purchase order, the Contractor shall arrange for a quotation for Forward Cover from their banking institution.

8.2.1.1.2 This Forward Cover quotation shall be submitted to the City for approval of the Forward Cover rate within seven days from date of receipt of the purchase order.

8.2.1.1.3 Only once the Forward Cover rate is approved may the Contractor engage in a formalised contract with their banking institution and submit the Forward Cover contract to the City. This shall be done within two days from the City's approval.

8.2.1.1.4 The Forward Cover Contract shall refer to the purchase order number, shall be signed by both parties (the Contractor and the Banking Institution) and shall be valid until such time as the goods are delivered to the City.

8.2.1.2 On delivery of the goods to the City the Contractor shall submit the following documentation:

8.2.1.2.1 The Bill of Lading/Waybill/Customs Invoice (clearly indicating the items as identified on the purchase order).

8.2.1.2.2 Calculations detailing the difference in the rate of exchange at the time of entry and the date of tender. These shall be submitted on a covering letter.

8.3. **SUPPLIER/MANUFACTURER PRICE LIST VARIATIONS**

If the contract is subject to variation based on **SUPPLIER/MANUFACTURER PRICE LIST VARIATIONS**, the following will be applicable:

The tenderer may apply for an adjustment on a 6 monthly basis (as from date of tender closing). Tenderers must supply the following documentation when applying for a price variation:

- The price list that the tender was based upon **clearly indicating the item numbered according to the tender pricing schedule**.
- The new price list **clearly indicating the item according to the tender pricing schedule** from the same supplier/manufacturer from date of tender
- **Detailed calculations** indicating how the "new" price is established
- Covering letter on a letterhead from contractor requesting the variation.
- All documentation to be signed by relevant parties (supplier/manufacturer and contractor)

prior to the date upon which the price variation would become effective. The effective date of any price increases granted will be at the date when all the above mentioned documentation is submitted. In instances where the contractors price claimed is less than entitled, the lesser price will be accepted. Orders placed prior to the effective date will not be allowed to be varied.

The CPA calculation is based on a manufacturers price change with a mark-up component. Only the difference in cost will be allowed to be varied and under no circumstances may the contractor increase their profit margin.

In the event of a contractor changing their supplier/manufacturer during the tenure of the contract, any request for price variations will not be considered unless the contractor obtains prior approval from the City.

Process that will be followed:

Contractor submits all the documentation indicated above **prior** to the effective date of the variation.

The City will consider the variation and based on the documentary evidence, the City may approve the variation.

Letters authorising the price variation will be communicated to the contractor.

All purchase orders from the effective date will be generated at the approved contract price.

TENDERS WHO ARE NOT THE MANUFACTURER/SUPPLIER**NOTE: TENDERERS ARE REQUIRED TO COMPLETE BELOW.****Increase using Supplier/Manufacturer Price Lists**

The tender price shall be subject to adjustment based on Supplier's/Manufacturer's Price Lists.

Supplier/Manufacturer _____

Date of Price List/Quotation upon which tender is based _____

Price List/Quotation Reference Number _____

N.B. The above information must be provided for each item supplied to the Tenderer.

Copies of price lists on which tender prices are based must be enclosed for all items. The items referenced to the Pricing Schedule must be clearly identified on the price list.

Tenderers will be entitled to claim only the difference between the cost of the product at the time of tendering and the new cost. Documentation together with detailed calculations to this effect must be submitted.

8.4. Contract Price Adjustment – General

The City reserves the right to request the supplier to submit an Auditor's Certificate or such other documentary proof as it may require in order to verify a claim for contract price adjustment. Such Auditor's Certificate shall be in addition to the documentation required in terms of clauses 8.1.1, 8.1.2 and 8.2.1.2. Should the supplier fail to submit such Auditor's Certificate or other documentary proof to the City within a period of 30 (thirty) days from the date of the request, it shall be presumed that the supplier has abandoned his claim and no further communication shall be considered.

The tenderer is to indicate (mark with an X) where applicable the Contract price adjustment mechanism for each of the products/ services offered – either CPI, Manufacturer/Supplier Price List or RoE.

Item	Description	CPA based on CPI Indexes.	CPA based on Rate of Exchange	CPA based on Manufacturers/ Supplier Price List
Item 1	Mass pieces			
Item 2	Balances			
Item 3	Vertical-type steam autoclaves			
Item 4	Centrifuges			
Item 5	Micro pipettes			
Item 6	Infrared thermometers			
Item 7	Saveris temperature and humidity monitoring system.			
Item 8	Incubators			
Item 9	Water bath circulators			
Item 10	Tintometer/thermostatically controlled cabinet			
Item 11	Metrohm pH and conductivity systems			
Item 12	Metrohm chemical oxygen demand titration system.			
Item	Description	CPA based on CPI Indexes.	CPA based on Rate of Exchange	CPA based on Manufacturers/Supplier Price List
Item 13	Metrohm titrotherm titration system			
Item 14	Metrohm dosing interface system			
Item 15	Metrohm Omnis Turbidity			

Item 16	Direct Mercury Analyser DMA 80 evo			
Item 17	Millipore Water Systems			
Item 18	Quanti-Tray Sealer			
Item 19	Qiacube Connect Nucleic acid extraction unit			
Item 20	Rotorgene Q 6-plex platform			
Item 21	Mettler Toledo microvolume UV5Nano			
Item 22	BD Accuri-C6 flow cytometer			
Item 23	SCP TitrEC pH, EC and alkalinity systems			
Item 24	SCP-BOD-300 system			
Item 25	Shimadzu IRT Tracer Fourier Transform Infrared coupled to an AIM 9000 Microscope			
Item 26	TOC (Shimadzu)			
Item 27	Hach spectrophotometer and digestion blocks			
Item 28	Teledyne ISCO 6712F refrigerated water autosamplers			
Item 29	Microplate (Biotek ELX50)			
Item 30	Thermostar incubators			
Item 31	Thermofischer 10UV Ultra- violet spectrophotometer			
Item 32	Discreet Analyser (Aquakem)			
Item 33	Discreet Analyser (EasyChem)			
Item 34	Gerhardt Kjeldatherm COD Digesters			
Item 35	UV Spectrophotometer (Agilent Cary)			
Item 36	UV Spectrophotometer (Jenway 6300 spectrophotometer)			
Item 37	Berthold luminometer			
Item 38	ICP OES (SpectroBlue ICP OES)			
Item 39	ICP-MS (Agilent 7700)			
Item 40	Mars Microwave Digester			
Item 41	GC (Agilent)			
Item 42	GC (Agilent 7890B)			
Item 43	Lachat HACH BD40 digestion blocks			
Item 44	Free and total chlorine meters			
Item 45	Lovibond DO meters			
Item 46	Bestcope 2080 filamentous bacteria microscopes			
Item	Description	CPA based on CPI Indexes.	CPA based on Rate of Exchange	CPA based on Manufacturers/Supplier Price List
Item 47	Leco Pegasus BT 4D 8890 GCxGC-ToFMS			
Item 48	Portable pH70 meters			

Item 49	Evoqua water purification systems			
Item 50	Hach DR6000 Spectrophotometers			
Item 51	Hach turbidity meters			
Item 52	FIA Systems			
Item 53	Thermoscientific LC-MS/MS system			
Item 54	Thermoscientific Dionex Ion chromatograph			
Item 55	Fridges and Fridge/Freezer systems			
Item 56	Biological safety cabinets			
Item 57	Photometer Nanocolor PF-12Plus			
Item 58	Thermoscientific TOC analyser			
Item 59	NOX T200 monitoring analyzer			
Item 60	Pneumatic masts and meteorological stations			
Item 61	Teledyne ozone O3 T400			
Item 62	Carbon dioxide CO2 T360			
Item 63	Sulphur dioxide SO2 T100			
Item 64	Teledyne T700 calibrator			
Item 65	Teledyne Zero Air Generator T701			
Item 66	Syntech GC 955 analyser			
Item 67	Teledyne H2S T101 analyser			
Item 68	PMS T640x analyser			
Item 69	Wirsam filamentous bacteria microscopes			
Item 70	Gilian Gilibrator Kestrel 3500 TSI 4100 flow meter			

Schedule F.2: Certificate of Authority for Partnerships/ Joint Ventures/ Consortia

This schedule is to be completed if the tender is submitted by a partnership/joint venture/ consortium.

1. We, the undersigned, are submitting this tender offer as a partnership/ joint venture/ consortium and hereby authorize Mr/Ms _____, of the authorised entity _____, acting in the capacity of Lead Partner, to sign all documents in connection with the tender offer and any contract resulting from it on the partnership/joint venture/ consortium’s behalf.

2. By signing this schedule the partners to the partnership/joint venture/ consortium:
 - 2.1 warrant that the tender submitted is in accordance with the main business and objectives of the partnership/joint venture/ consortium;
 - 2.2 agree that the CCT shall make all payments in terms of this Contract into the following bank account of the Lead Partner:
 Account Holder: _____
 Financial Institution: _____
 Branch Code: _____
 Account No.: _____
 - 2.3 agree that in the event that there is a change in the partnership/ joint venture/ consortium and/or should a dispute arise between the partnership/joint venture/ consortium partners, that the CCT shall continue to make any/all payments due and payable in terms of the Contract into the aforesaid bank account until such time as the CCT is presented with a Court Order or an original agreement (signed by each and every partner of the partnership/joint venture/ consortium) notifying the CCT of the details of the new bank account into which it is required to make payment.
 - 2.4 agree that they shall be jointly and severally liable to the CCT for the due and proper fulfilment by the successful tenderer/supplier of its obligations in terms of the Contract as well as any damages suffered by the CCT as a result of breach by the successful tenderer/supplier. The partnership/joint venture/ consortium partners hereby renounce the benefits of excussion and division.

SIGNED BY THE PARTNERS OF THE PARTNERSHIP/ JOINT VENTURE/ CONSORTIUM		
NAME OF FIRM	ADDRESS	DULY AUTHORISED SIGNATORY
Lead partner		Signature..... Name..... Designation.....
		Signature..... Name..... Designation.....
		Signature..... Name..... Designation.....
		Signature..... Name..... Designation.....

Note: A copy of the Joint Venture Agreement shall be appended to *List of Other Documents Attached by Tenderer Schedule.*

Schedule F.3: Declaration for Procurement above R10 million

If the value of the transaction is expected to exceed R10 million (VAT included) the tenderer shall complete the following questionnaire, attach the necessary documents and sign this schedule:

1. Are you by law required to prepare annual financial statements for auditing? **(Please mark with X)**

YES		NO	
-----	--	----	--

If YES, submit audited annual financial statements:

- (i) For the past three years, or
(ii) Since the date of establishment of the tenderer (if established during the past three years)

By attaching such audited financial statements to **List of Other Documents Attached by Tenderer Schedule**.

2. Do you have any outstanding undisputed commitments for municipal services towards the CCT or other municipality in respect of which payment is overdue for more than 30 (thirty) days? **(Please mark with X)**

YES		NO	
-----	--	----	--

- 2.1 If NO, this serves to certify that the tenderer has no undisputed commitments for municipal services towards any municipality for more than three (3) (three) months in respect of which payment is overdue for more than 30 (thirty) days.

- 2.2 If YES, provide particulars:

3. Has any contract been awarded to you by an organ of state during the past five (5) years? **(Please mark with X)**

YES		NO	
-----	--	----	--

If YES, insert particulars in the table below including particulars of any material non-compliance or dispute concerning the execution of such contract. Alternatively attach the particulars to **List of Other Documents Attached by Tenderer** schedule in the same format as the table below:

Organ of State	Contract Description	Contract Period	Non-compliance/dispute (if any)

4. Will any portion of the goods or services be sourced from outside the Republic, and if so, what portion and whether any portion of payment from the CCT is expected to be transferred out of the Republic? **(Please mark with X)**

YES		NO	
-----	--	----	--

If YES, furnish particulars below

The tenderer hereby certifies that the information set out in this schedule and/or attached hereto is true and correct, and acknowledges that failure to properly and truthfully complete this schedule may result in steps being taken against the tenderer, the tender being disqualified, and/or (in the event that the tenderer is successful) the cancellation of the contract, restriction of the tenderer or the exercise by the CCT of any other remedies available to it.

Signature
Print name:
On behalf of the tenderer (duly authorised)

Date

Schedule F.4: Preference Points Claim Form In Terms Of the 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

The applicable preference point system for this tender is the 80/20 preference point system.

- 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

The following definitions shall apply to this schedule:

- (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

POINTS AWARDED FOR PRICE

THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

Or

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

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

POINTS AWARDED FOR PRICE

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

80/20

Or

Where:

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmax = Price of highest acceptable tender

5. POINTS AWARDED FOR SPECIFIC GOALS

5.1 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:

5.2 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	To be Completed by the Organ of State	To be Completed by the Tenderer
	Number of points Allocated (80/20 system)	Number of points claimed (80/20 system)
Gender	5	
Race	5	
Disability	3	
Promotion of Micro and Small Enterprises	7	

DECLARATION WITH REGARD TO COMPANY/FIRM

5.3 Name of company/firm.....

5.4 Company registration number:

5.5 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]

5.6 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 4.1 and 4.2, the Supplier 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 Supplier, 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.

<i>Signature of Tenderer</i>	<i>Date</i>	<i>Name and Surname</i>	<i>Address</i>

For official use.		
SIGNATURE OF CCT OFFICIALS AT TENDER OPENING		
1.	2.	3.

Schedule F.5: Declaration of Interest – State Employees (MBD 4 amended)
--

1. No bid will be accepted from:
 - 1.1 persons in the service of the state¹, or
 - 1.2 if the person is not a natural person, of which any director, manager or principal shareholder or stakeholder is in the service of the state, or
 - 1.3 from persons, or entities of which any director, manager or principal shareholder or stakeholder, has been in the service of the City of Cape Town (CCT) during the previous twelve (12) months, or
 - 1.4 from an entity who has employed a former CCT employee who was at a level of T14 or higher at the time of leaving the CCT's employ and involved in any of the CCT's bid committees for the bid submitted, if:
 - 1.4.1 the CCT employee left the CCT's employment voluntarily, during the previous twelve (12) months;
 - 1.5 a person who was a CCT employee, or an entity that employs a CCT employee, if
 - 1.5.1 the CCT employee left the CCT's employment whilst under investigation for alleged misconduct, or
 - 1.5.2 was facing disciplinary action or potential disciplinary action by the CCT, or
 - 1.5.3 was involved in a dispute against the CCT during the previous thirty six (36) months.

2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the tenderer or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
 - 3.1 Full Name of tenderer or his or her representative: _____
 - 3.2 Identity Number: _____
 - 3.3 Position occupied in the Company (director, trustee, shareholder²): _____
 - 3.4 Company or Close Corporation Registration Number: _____
 - 3.5 Tax Reference Number: _____
 - 3.6 VAT Registration Number: _____
 - 3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.
 - 3.8 Are you presently in the service of the state? **YES / NO**
 - 3.8.1 If yes, furnish particulars: _____
 - 3.9 Have you been in the service of the state for the past twelve months? **YES / NO**
 - 3.9.1 If yes, furnish particulars: _____
 - 3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**
 - 3.10.1 If yes, furnish particulars: _____
 - 3.11 Are you, aware of any relationship (family, friend, other) between any other tenderer and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**
 - 3.11.1 If yes, furnish particulars: _____
 - 3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**
 - 3.12.1 If yes, furnish particulars: _____

- 3.13 Are any spouse, child or parent of the company’s directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**
 3.13.1 If yes, furnish particulars: _____
- 3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract? **YES / NO**
 3.14.1 If yes, furnish particulars: _____
- 3.15 Have you, or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company been in the service of the CCT in the past twelve months? **YES / NO**
 3.15.1 If yes, furnish particulars: _____
- 3.16 Do you have any employees who was in the service of the CCT at a level of T14 or higher at the time they left the employ of the CCT, and who was involved in any of the CCT’s bid committees for this bid? **YES / NO**
 3.16.1 If yes, furnish particulars: _____

4. Full details of directors / trustees / members / shareholders

Full Name	Identity Number	State Employee Number

If the above table does not sufficient to provide the details of all directors / trustees / shareholders, please append full details to the tender submission.

The tenderer hereby certifies that the information set out in this schedule and/or attached hereto is true and correct, and acknowledges that failure to properly and truthfully complete this schedule may result in steps being taken against the tenderer, the tender being disqualified, and/or (in the event that the tenderer is successful) the cancellation of the contract, restriction of the tenderer or the exercise by the CCT of any other remedies available to it.

 Signature
 Print name: _____ Date
 On behalf of the tenderer (duly authorised)

MSCM Regulations: “in the service of the state” means to be –

- (a) a member of –***
 - (i) any municipal council;***
 - (ii) any provincial legislature; or***
 - (iii) the national Assembly or the national Council of provinces;***
- (b) a member of the board of directors of any municipal entity;***
- (c) an official of any municipality or municipal entity;***
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);***
- (e) an executive member of the accounting authority of any national or provincial public entity; or***
- (f) an employee of Parliament or a provincial legislature.***

² Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

Schedule F.6: Conflict of Interest Declaration

1. The tenderer shall declare whether it has any conflict of interest in the transaction for which the tender is submitted. **(Please mark with X)**

YES		NO	
-----	--	----	--

1.1 If yes, the tenderer is required to set out the particulars in the table below:

2. The tenderer shall declare whether it has directly or through a representative or intermediary promised, offered or granted:

2.1 Any inducement or reward to the CCT for or in connection with the award of this contract; or

2.2 Any reward, gift, favour or hospitality to any official or any other role player involved in the implementation of the supply chain management policy. **(Please mark with X)**

YES		NO	
-----	--	----	--

If yes, the tenderer is required to set out the particulars in the table below:

Should the tenderer be aware of any corrupt or fraudulent transactions relating to the procurement process of the CCT, please contact the following:

The CCT's anti-corruption hotline at 0800 32 31 30 (toll free)

The tenderer hereby certifies that the information set out in this schedule and/or attached hereto is true and correct, and acknowledges that failure to properly and truthfully complete this schedule may result in steps being taken against the tenderer, the tender being disqualified, and/or (in the event that the tenderer is successful) the cancellation of the contract, restriction of the tenderer or the exercise by the CCT of any other remedies available to it.

 Signature
 Print name:
 On behalf of the tenderer (duly authorised)

 Date

Schedule F.7: Declaration of Tenderer's Past Supply Chain Management Practices (MBD 8)

Where the entity tendering is a partnership/joint venture/consortium, each party to the partnership/joint venture/consortium must sign a declaration in terms of the Municipal Finance Management Act, Act 56 Of 2003, and attach it to this schedule.

- 1 The tender offer of any tenderer may be rejected if that tenderer or any of its directors/members have:
- a) abused the municipality's / municipal entity's supply chain management system or committed any fraudulent conduct in relation to such system;
 - b) been convicted for fraud or corruption during the past five years;
 - c) willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d) been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004) or Database of Restricted Suppliers.
- 2 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
2.1	<p>Is the tenderer or any of its directors/members listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.1.1	If so, furnish particulars:		
2.2	<p>Is the tenderer or any of its directors/members listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004) or Database of Restricted Suppliers?</p> <p>The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.2.1	If so, furnish particulars:		
2.3	<p>Was the tenderer or any of its directors/members convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.3.1	If so, furnish particulars:		
Item	Question	Yes	No

2.4	Does the tenderer or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.4.1	If so, furnish particulars:		
2.5	Was any contract between the tenderer and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.5.1	If so, furnish particulars:		

The tenderer hereby certifies that the information set out in this schedule and/or attached hereto is true and correct, and acknowledges that failure to properly and truthfully complete this schedule may result in steps being taken against the tenderer, the tender being disqualified, and/or (in the event that the tenderer is successful) the cancellation of the contract,, restriction of the tenderer or the exercise by the CCT of any other remedies available to it.

Signature
Print name:
On behalf of the tenderer (duly authorised)

Date

Schedule F.8: Authorisation for the Deduction of Outstanding Amounts Owed to the CCT

To: THE CITY MANAGER, City of Cape Town

From: _____
(Name of tenderer)

RE: AUTHORISATION FOR THE DEDUCTION OF OUTSTANDING AMOUNTS OWED TO THE CCT

The tenderer:

- a) hereby acknowledges that according to SCM Regulation 38(1)(d)(i) the City Manager may reject the tender of the tenderer if any municipal rates and taxes or municipal service charges owed by the tenderer (or any of its directors/members/partners) to the CCT, or to any other municipality or municipal entity, are in arrears for more than 3 (three) months; and
- b) therefore hereby agrees and authorises the CCT to deduct the full amount outstanding by the Tenderer or any of its directors/members/partners from any payment due to the tenderer; and
- c) confirms the information as set out in the tables below for the purpose of giving effect to b) above;

Physical Business address(es) of the tenderer	Municipal Account number(s)	Inside the CCT municipal boundary (Yes/No)

If there is not enough space for all the names, please attach the information to **List of other documents attached by tenderer** schedule in the same format:

Name of Director / Member / Partner	Identity Number	Physical residential address of Director / Member / Partner	Municipal Account number(s)	Inside the CCT municipal boundary (Yes/No)

The tenderer hereby certifies that the information set out in this schedule and/or attached hereto is true and correct, and acknowledges that failure to properly and truthfully complete this schedule may result in steps being taken against the tenderer, the tender being disqualified, and/or (in the event that the tenderer is successful) the cancellation of the contract, restriction of the tenderer or the exercise by the CCT of any other remedies available to it.

Signature
Print name:
On behalf of the tenderer (duly authorised)

Date

Schedule F.9: Certificate of Independent Tender Determination
--

I, the undersigned, in submitting this tender number **185S/2023/24** and tender description: THE REPAIR, MAINTENANCE AND VERIFICATION OF VARIOUS SCIENTIFIC INSTRUMENTS FOR THE CITY OF CAPE TOWN in response to the tender invitation made by THE CCT, do hereby make the following statements, which I certify to be true and complete in every respect:

I certify, on behalf of: _____ (Name of tenderer) that:

1. I have read and I understand the contents of this Certificate;
2. I understand that this tender will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorised by the tenderer to sign this Certificate, and to submit this tender, on behalf of the tenderer;
4. Each person whose signature appears on this tender has been authorised by the tenderer to determine the terms of, and to sign, the tender on behalf of the tenderer;
5. For the purposes of this Certificate and this tender, I understand that the word 'competitor' shall include any individual or organisation other than the tenderer, whether or not affiliated with the tenderer, who:
 - (a) has been requested to submit a tender in response to this tender invitation;
 - (b) could potentially submit a tender in response to this tender invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the tenderer and/or is in the same line of business as the tenderer.
6. The tenderer has arrived at this tender independently from and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium¹ will not be construed as collusive price quoting.
7. In particular, without limiting the generality of paragraphs 5 and 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation);
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit a tender;
 - (e) the submission of a tender which does not meet the specifications and conditions of the tender; or
 - (f) tendering with the intention not to win the contract.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this tender invitation relates.
9. The terms of this tender have not been and will not be disclosed by the tenderer, directly or indirectly, to any competitor, prior to the date and time of the official tender opening or of the awarding of the contract.
10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to tenders and contracts, tenders 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, Act 89 of 1998, and/o/r 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 10 (ten) years in terms of the Prevention and Combating of Corrupt Activities Act, Act 12 of 2004, or any other applicable legislation.

Signature

Print name:

On behalf of the tenderer (duly authorised)

Date

(¹ Consortium: 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.)

Schedule F.11: List of Other Documents Attached By Tenderer

The tenderer has attached to this schedule, the following additional documentation:

	Date of Document	Title of Document or Description (refer to clauses / schedules of this tender document where applicable)
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		

Attach additional pages if more space is required.

Signature
Print name:
On behalf of the tenderer (duly authorised)

Date

Schedule F.12: Record of Addenda to Tender Documents

We confirm that the following communications received from the CCT before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:

	Date	Title or Details
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Attach additional pages if more space is required.

 Signature
 Print name:
 On behalf of the tenderer (duly authorised)

 Date

Schedule F.13: Information to Be Provided With the Tender

The following information shall be provided with the Tender:

- a. Technical Data Sheets and information of the listed instruments as per the specification.
- b. SANAS 17025/ ISO 9001 certificates, where applicable.
- c. **Functionality Requirements:**
 - i. Projects must be related to the services, verification and calibration of the listed instruments. The tenderer must clearly demonstrate their activities on all the instruments or similar types of instruments.
 - ii. All technicians must provide CV's clearly indicating years of experience servicing instruments and training records. Training records must include training certificates of manufacturers or suppliers and/or other documents such as SANAS technical signatories confirmation.

Signature
Print name:
On behalf of the tenderer (duly authorised)

Date

Schedule F.14: Appeal Application
--

annexure 'B'

OFFICIAL RECEIPT
(Valid only if printed
by official cash
receiving machine)

IRISITI ESESIKWENI
(Isemthethweni kuphela
xa ishicilelwe
ngumatshini wokukhupa
irisiti osesikweni.)

AMPTELIKE KWITANSIE
(Geldig alleenlik indien deur
amptelike kontantvangs
masjien gedruk.)

GL DATA CAPTURE RECEIPT
(CASHIERTO RETAIN A COPY)

RECEIPT NO: _____

DATE: _____

SAP GL:

8	1	0	1	0	0
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PROFIT CENTRE:

1	3	0	5	0	0	0	1
---	---	---	---	---	---	---	---

NAME/COMPANY NAME:

AMOUNT:

						R	3	0	0	-	0	0
--	--	--	--	--	--	---	---	---	---	---	---	---

SERVICE DEPARTMENT DETAILS-

DEPARTMENT: LEGAL SERVICES: APPEALS UNIT

CONTACT PERSON: CHARLENE CEBEKHULU / MELANIE CLOETE

PHONE NO: 021 400 2503 / 021 400 3788

OFFICIAL RECEIPT
(Valid only if printed
by official cash
receiving machine)

IRISITI ESESIKWENI
(Isemthethweni kuphela
xa ishicilelwe
ngumatshini wokukhupa
irisiti osesikweni.)

AMPTELIKE KWITANSIE
(Geldig alleenlik indien deur
amptelike kontantvangs
masjien gedruk.)

GL DATA CAPTURE RECEIPT
(CASHIERTO RETAIN A COPY)

RECEIPT NO: _____

DATE: _____

SAP GL:

8	1	0	1	0	0
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PROFIT CENTRE:

1	3	0	5	0	0	0	1
---	---	---	---	---	---	---	---

NAME/COMPANY NAME:

AMOUNT:

						R	3	0	0	-	0	0
--	--	--	--	--	--	---	---	---	---	---	---	---


SERVICE DEPARTMENT DETAILS-

DEPARTMENT: LEGAL SERVICES: APPEALS UNIT

CONTACT PERSON: CHARLENE CEBEKHULU / MELANIE CLOETE

PHONE NO: 021 400 2503 / 021 400 3788

CIVIC CENTRE IZIKO LOLUNTU BURGERSENTRUM
12 HERTZOG BOULEVARD CAPE TOWN 8001 P O BOX 298 CAPE TOWN 8000
www.capetown.gov.za


 Making progress possible. Together.