Request For Information (RFI)

RFI Name: Supply, Delivery, Installation, Service and Annual SANAS Calibration of Balances to the PPECB Laboratory in Centurion.

RFI Number: RFI/LAB/CALBALANCE/2025/07

Date of Issue	23 May 2025
Closing Date & Time	04 June 2025 @16h00

Responses to be submitted to: PortiaJ@ppecb.com on or before 04 June 2025 at 16h00.

1 INVITATION

The PPECB invites interested Bidders to submit a completed Request for information (RFI) document Supply, Delivery, Installation, Service, Maintenance and annual SANAS Calibration of various mass balances to the PPECB laboratory in Centurion. The Service Provider will enter into a three (3) years contract with PPECB, with an option to renew for two (2) years.

This RFI is an information gathering and market-testing exercise, intended only to inform and assist the PPECB's further planning and development of a specification for the competitive tender process.

2 SCOPE OF TERMS OF REFERENCE

Bidders are invited to tender for the supply, delivery, servicing, maintenance and annual SANAS accredited calibration of mass balances. Above is the minimum specification for the required Equipment with a 3-year warranty. The Service Provider will enter into a three (3) years contract with PPECB, with an option to renew for two (2) years.

3 COMPANY BACKGROUND

The PPECB is a Schedule 3A entity in terms of the Public Finance Management Act 1 of 1999. The PPECB is established in terms of Section 2 of the Perishable Products Export Control Act 9 of 1983. The main purpose of the PPECB is to promote the orderly, efficient, and sustainable export of perishable products from South Africa. The PPECB manages and monitors the cold chain for the export of perishable products from South Africa. The PPECB operates under two mandates, namely the Agricultural Products Standards Act, and the Perishable Products Standards Act 9 of 1983.

4 SPECIFICATION

Below is the scope of supply, Delivery, Installation, Service, Maintenance and annual SANAS Calibration of various mass balances. The Service Provider will enter into a three (3) years contract with PPECB, with an option to renew for two (2) years.

Laboratory Equipment		Comply to Specification		
No.	**Description**	**YES**	**NO**	**Reference page and Section No.**
1	**Top loader balances**			
MAP	 **Specifications:** A highly-capacity top-loading balance is required for weighing bulk laboratory samples, including groundnuts, various nuts, spices, and similar agricultural products packaged in bags. The balance will be used in an environment with significant mechanical vibration due to nearby instrumentation. Therefore, the balance must be equipped with built-in anti-vibration technology to ensure accurate and stable measurement under these conditions.			

	Key functional requirements include: • Capability to handle heavy samples in bulk • Reliable performance in high-vibration environments • Internal vibration compensation or stabilization system **General description**: Supply, install, testing, training and commissioning of a high precision top-loading balance suitable for laboratory use with a maximum mass capacity above 60kg with the monitor on screen on an adjustable stand. **Technical Specifications**: • Type: Electronic top loader balance • Maximum capacity: ≥ 60 kg • Readability: 100mg • Readability: Must have a readability of at least two or more decimal place. • Repeatability: 40mg • Linearity: ± 500mg • Pan Size: Minimum 300mm x 300mm • Tare Range: Full capacity • Stabilization time: ≤3 seconds • Display: Backlit LCD or LED colour touchscreen, easily readable **Mounting:** Height adjustable range approx. 300 to 600mm; Tiltable angle at least 30°; stable, corrosion-resistant base and cable management system on an adjustable-height and tiltable stand **Weight Units:** G, kg, lb, oz (selectable) **Calibration**: Internal or external with auto calibration **Interface**: RS232/USB/Ethernet, Bluetooth (optional) **Operating Temperature Range**: 10°C to 40°C **SmartPan or Anti-vibration Technology**: Faster stabilization and improved accuracy, even in unstable environment. **Connection to printer**: Must be able to connect to printer **LIMS Compatibility**: Must be fully compatible with Laboratory Information Management Systems (LIMS) **Features:** • Overload protection • Dust and spill-resistant design • Level indicator with adjustable feet • User friendly interface **Compliance**: • Compliance with ISO/GLP/GMP standards • CE certified or equivalent • Calibration certificate traceable to standards			

PAP & DAP	2 Place Balance 0.01 g  MS-TS Precision Balance • Advanced MS-TS Precision Balance • Must be able to do automatic internal adjustment. • Must have a large colour touchscreen. • Menus should be easy to use. • Levelling: Built-in Level Control • Material: Die-cast Aluminium • Certifications/Compliance: CE, ISO 9001, ISO 14001 • Must be able to connect to LIMS.			
MAP	 The balance will be used for weighing out agricultural or food samples for mycotoxins analysis. It needs to be ideal for weighing larger quantities of substances compared to analytical balances. Top load balance is faster and more convenient for heavier or bulk samples. It is more robust and easier to clean. Suitable when extreme precision is not required. **Compliance and certificates:** • ISO/IEC 17025 calibration certificate • CE and RoHS compliance • GLP/GMP compatible **Capacity:** Preferred ±6.1kg **Readability:** 100 mg (0.01g or better) **Linearity:** 60mg or better **Stabilization Time**: ≤3 seconds **Pan Size**: • Approximately 190 x 223mm diameter (minimum 160mm diameter to accommodate bulky or irregular samples) • Easy to clean and resistant to chemical spills **Calibration:** Internal motorized calibration with external calibration option **Display:** Digital LCD or touchscreen with backlight **Construction and Design**:			

	• Draft shield: Automatic or manual or sensor-controlled glass doors with anti-static coating preferred • Anti-corrosive stainless steel with spill protection • Anti-vibration base and climate sensor integration **Interface Ports**: • RS-232, USB, and /or ethernet • Optional Wi-Fi/ Bluetooth module • Compatible with: Laboratory Information Management System (LIMS); Balance software from manufacturer **Tare Function**: Full range **Operating Conditions**: • Temperature: 10 – 30 °C • Humidity: up to 80% RH, non-condensing **Smart Features:** • Automatic level control with real-time alerts • Built-in Ionizers: Neutralizes static charge for trace weighing • Power-saving mode **Printer Compatibility**: • Direct Thermal Printer support (via RS-232 or USB) • (Optional) – Customizable print format: Date, time, user ID, weight, etc. **Additional Features (optional):** • Built-in anti-vibration mechanism • Touchscreen interface • Data storage and transfer capability			
2	**Analytical Balances**			
MAP	 **Compliance and certificates:** • ISO/IEC 17025 calibration certificate • CE and RoHS compliance • GLP/GMP compatible **Capacity:** • Minimum 200g • Preferred 220g or higher **Readability**: 0.1mg (0.0001g) **Repeatability**: ≤±0.1 mg **Linearity**: ±0.2mg or better **Stabilization Time**: ≤3 seconds			

	Pan Size: Approximately 80 – 100mm diameter **Calibration**: Internal motorized calibration with external calibration option **Display**: Digital LCD or touchscreen with backlight **Construction and Design**: • Draft shield - Automatic or manual or sensor-controlled glass doors with anti-static coating preferred • Anti-corrosive stainless steel with spill protection • Anti-vibration base and climate sensor integration **Interface Ports**: • RS-232, USB, and /or ethernet • Optional Wi-Fi/ Bluetooth module **Compatible with**: Laboratory Information Management System (LIMS); Balance software from manufacturer **Tare Function**: Full range **Operating Conditions**: • Temperature: 10 – 30 °C • Humidity: up to 80% RH, non-condensing **Smart Features**: Automatic level control with real-time alerts **Built-in Ionizers**: Neutralizes static charge for trace weighing **Power-saving mode** **Printer Compatibility**: Direct Thermal Printer support (via RS-232 or USB) **Customizable print format**: Date, time, user ID, weight, etc. **Additional Features**: • Built-in anti-vibration mechanism • Touchscreen interface • Data storage and transfer capability • Password- protected access control			
DAP	• 5 decimal place analytical balance. • Maximum mass of 120g. • Minimum mass of 0.01mg at a 1% tolerance. • Automatic Internal Adjustments. • The standalone instrument must be capable of LIM's export as well as User Management and Password Protection. • Hanging weighing pan with rear mounted weighing mechanism. • Weighing pan with grid design. • USB-A, LAN and USB-B connection ports.			

	• Capable of connecting to a software that controls the device and gives Guided SOP's and store all meta-data and must also be able to control and collect all meta-data for an auto-titrator, an UV-Vis protein analyser, acid hydrolysis and a pH Meter. • Capable of connecting to a software which is able to do bidirectional communication with a LIMs system as well as communication between the different instrument types (e.g. balance, titrators, UV-Vis, acid hydrolysis, protein analyser and pH meter) connected to the software. • Easily visible notification system for level control as well as guide to help with levelling balance.			
PAP	• 5 decimal place analytical balance • Maximum mass of 120g • Minimum mass of 2mg at a 1% tolerance • Automatic Internal Adjustments • The standalone instrument must be capable of LIM's export as well as User Management and Password Protection • Hanging weighing pan with rear mounted weighing mechanism • Weighing pan with grid design • USB-A, LAN and USB-B connection ports • Capable of connecting to a software that controls the device and gives Guided SOP's and store all meta-data. • Capable of connecting to a software which is able to do bidirectional communication with a LIMs system as well as communication between the different instrument types connected to the software. • Easily visible notification system for level control as well as guide to help with levelling balance • The balance must supplied with a label printer			
	Calibration weights kits 			

	Kern 0.001 → 1000g Calibration Weight Set or an equivalent **Features and Benefits:** • Polished stainless steel material • Excellent precision and accuracy • Compatible with digital scales as well as analogue weighing scales • It comprises of variety of test weights for measurement from 0.001g to 1000g • This weighing scale accessory also comprises wooden box • Compatible with all kind of platform weighing scales and weighing indicators			
	Balance Scale Anti-Vibration Tables  • The anti-vibration table helps decrease vibration during measurement. • Two table construction keeps the granite slab in the middle and reduces interference. • The internal working surface measures 400 x 450mm. • Large, scratch-resistant dark granite slab sits on shock-absorbing rubber mounts. • Levelling feet accomodates uneven surfaces. • Lightweightweight tubular aluminium frame.			

Delivery Adress:

Centurion Close
Block B, Unit 4
119 Gerhard Street
Centurion
Gauteng
0157

5 BELOW ARE THE GUIDELINES FOR RESPONSE:

The bidder must submit all compliance documentation i.e., Valid Tax Clearance Certificate or Pin, Valid BEE Certificate or EME/QSE Affidavit and Proof of CSD Registration.

Submission of a detailed proposal of the work plan on how the bidder intends to render the services. You are urged to ensure that all accompanying information in your submission and documentation is sufficiently clear, and all documentation completed and incorporated in your submission at the time of submission. Your RFI submission should have a thorough index and reference all documentation submitted.

6 COMMUNICATION

Queries regarding this RFI must be submitted to PortiaJ@ppecb.com . The latest date for the receipt of queries is 5 calendar days prior to the closing date for submissions.

7 CLOSING DATE

Responses must be submitted not later than the closing date and must be emailed to PortiaJ@ppecb.com . It is the responsibility of each Bidder to ensure that all documents are submitted in time.

It is not contemplated that the closing date for the RFI responses will be extended under any circumstances.

8 IMPORTANT NOTICE

The information in this document is preliminary only and will be superseded by the RFP. The information provided is offered in good faith for the guidance of Bidders, but no warranty or representation is given as to the accuracy or completeness of any of it and PPECB shall not be under any liability for any error, misstatement or omission.

All costs incurred by Bidders in respect of this competition must be borne by them. The PPECB shall bear no liability whatsoever to anyone whether participating in this competition or not and, for the avoidance of doubt, shall not be liable for any costs or losses incurred howsoever arising in connection with the competition including, without limitation, any loss of profit or other economic loss incurred.

None of the information contained here shall constitute a Contract or part of a Contract between PPECB and any Bidder. The PPECB reserves the right not to follow up this RFI in any way and/or to change the tender procedure in whole or in part and/or terminate discussions at any time. The PPECB shall not be obliged to enter into a Contract with any Bidder. No legal relationship or other obligation shall arise between the Bidder and PPECB unless and until the Contract has been formally executed in writing by PPECB and the successful Tenderer and any conditions precedent to the effectiveness of such documents have been fulfilled.

The PPECB reserves the right to amend this RFI, its requirements and any information contained herein at any time by notice, in writing, to the Bidders.

Nothing contained in this RFI is, or shall be relied upon as, a representation of fact or promise as to the future. Any summaries or descriptions of documents or contractual arrangements contained in any part of this RFI cannot be and are not intended to be comprehensive.

9 BID SUBMISSION

All submissions must be submitted via email to PortiaJ@ppecb.com or submitted electronically via Microsoft One Drive and shared with this email address: PortiaJ@ppecb.com. All submissions must be referenced **RFI/LAB/CALBALANCE/2025/07.**