



NKANGALA DISTRICT MUNICIPALITY



Appointment of a suitably qualified and accredited service provider for the repairs and maintenance of NDM audio- visual equipment for the period of 36 months (re-advert).

SCOPE OF WORK

Part C3: Scope of Work

C3 Scope of Work

1. COMMITTEE ROOMS [12]

- ✓ Check for loose connections in the equipment rack
- ✓ Fix cable trunking
- ✓ Clean the equipment rack
- ✓ Check and test the media connection [VGA POINTS] points
- ✓ Check and test the microphones for audio
- ✓ Check the projector lamp running hours, position, and screen resolution for clear pictures.

2. COUNCIL CHAMBER [1]

- ✓ Check for loose connections in the equipment rack
- ✓ Fix cable trunking
- ✓ Clean the equipment rack
- ✓ Check and test the media connection [VGA POINTS] points
- ✓ Check and test the microphones for audio
- ✓ Check the projector lamp running hours, position, and screen resolution for clear pictures.

3. MAYORS PARLOR [1]

- ✓ Check for loose connections in the equipment rack
- ✓ Fix cable trunking
- ✓ Clean the equipment rack
- ✓ Check and test the media connection [VGA POINTS] points
- ✓ Check and test the microphones for audio
- ✓ Check the projector lamp running hours, position and screen resolution for clear pictures.



4. TRAINING ROOM [1]

- ✓ Check for loose connections in the equipment rack
- ✓ Fix cable trunking
- ✓ Clean the equipment rack
- ✓ Check and test the media connection [VGA POINTS] points
- ✓ Check and test the microphones for audio
- ✓ Check the projector lamp running hours, position and screen resolution for clear pictures.

5. DISASTER CENTRE [1]

- ✓ Check for loose connections in the equipment rack
- ✓ Fix cable trunking
- ✓ Clean the equipment rack
- ✓ Check and test the media connection [VGA POINTS] points
- ✓ Check and test the microphones for audio
- ✓ Check the projector lamp running hours, position and screen resolution for clear pictures.

6. COUNCIL CHAMBER

- ✓ Check for loose connections in the equipment rack
- ✓ Fix cable trunking
- ✓ Clean the equipment rack
- ✓ Check and test the media connection [VGA POINTS] points
- ✓ Check and test the microphones for audio
- ✓ Check the projector lamp running hours, position and screen resolution for clear pictures.

NB. 1. Provide a comprehensive report after each service

2. Provide a quotation for the replacement of worn- out or absolute components

3. NDM shall approve the quotations in line with the market rates



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1. Specifications of boardroom microphones

- W341 Bright WXGA projector , 3600 ANSI Lumens , 2x HDMI, MHLO USB Power, 10E Speaker up to 10hrs lamp life
- Digital Conference Discussion Microphones (9-2 Microphones per Boardroom)
- Digital Conference Control Unit with recording capability
- Installation of DCN Cable and Connectors
- HDMI Cables 10.7 m
- HDMI Cable 4.6m
- WXA- H VGA 3.5MM Audio & HDMI Black Wall Plate
- Motorised screen Grandview 106" 2346 x 1319 16:9

X 12 Boardrooms

X 1 – Training Centre

X 1 - Disaster Centre

X 1- Mayor's Parlour

X 1- Council chamber

- B25 - 12 Microphones
- D 22- 12 Microphones
- B45 - 16 Microphones
- D 45 - 12 Microphones
- A 34 - 10 Microphones
- A 50 - 10 Microphones
- A 54 – 7 Microphones
- A 40 - 7 Microphones
- A 15 - 7 Microphones
- XC 2 - 7 Microphones
- XC 33 – 7 microphones
- Training Centre – No microphones
- Disaster Centre – 20 Microphones
- Mayor's Parlour – 2 cordless or wire-less microphones
- Council chambers- 90 microphones



2. Service Standards, Compliance and Contract Management

The contract will be for a period of 36 months

- ✓ The Contractor will be required to ensure that the solutions proposed in the bid are in line with the industry norms and standards, including but not be limited to the designs and developments in the market.
- ✓ A formal contract will be entered into with the successful Bidder ("The Contractor") and the contract will be managed in accordance with the MFMA (section 116), whereby contracts procured in terms of the supply chain management system of a municipality must be in writing and stipulate the terms and conditions thereof.
- ✓ The Contractor will be required to maintain compliance with relevant service levels and to report any non-compliance detected to the NDM. NDM will use the reports or documentation provided by the Contractor as well as its own records to confirm instances of non-compliance and levy the applicable penalties occurring due to the Contractor's indefensible failures.
- ✓ Bidders should note that penalties will be implemented by the NDM in order to ensure compliance to agreed service levels. The Contractor will be penalised for failure to provide the services or to meet the service levels agreed to between the parties, where the failure is as a result of the Contractor's own fault or negligence.
- ✓ NDM reserves the right to decrease/ increase the levels of service other than those specified in the Tor on the same pricing terms and principles that would have been offered in the submission of the successful bidder.