



South African NATIONAL PARKS

INVITATION TO BID (SBD 1 PART A)

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN NATIONAL PARKS				
BID NUMBER:	GNP-016-20	CLOSING DATE:	27 August 2021	CLOSING TIME: 11:00
DESCRIPTION	Appointment of a panel of service providers for servicing, maintenance and repairs on assorted laboratory machinery and instruments in Skukuza laboratories for a period of three years.			

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT				
643 LEYDS STREET, MUCKLENEUK, PRETORIA (MAIN GATE)				
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:	
CONTACT PERSON	Connie Kgoale		CONTACT PERSON	Guy Hausler
TELEPHONE NUMBER	012 426 5229		TELEPHONE NUMBER	013 735 4186
E-MAIL ADDRESS	connie.kgoale@sanparks.org		E-MAIL ADDRESS	guy.hausler@sanparks.org
SUPPLIER INFORMATION				
NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
E-MAIL ADDRESS				
VAT REGISTRATION NUMBER				
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] ☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] ☐ Yes ☐ No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]				
2.1 ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		2.2 ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES, ANSWER PART B:3]

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?

☐ YES ☐ NO

DOES THE ENTITY HAVE A BRANCH IN THE RSA?

☐ YES ☐ NO

DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?

☐ YES ☐ NO

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?

☐ YES ☐ NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?

☐ YES ☐ NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.

PART B

TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.

1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**

1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7) AND/OR AN SLA.**

2. TAX COMPLIANCE REQUIREMENTS

2.3 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.

2.4 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.

2.5 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.

2.6 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.

2.7 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.

2.8 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

2.9 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

(Proof of authority must be submitted e.g. company resolution

DATE:

PRE-QUALIFICATION CRITERIA

Note:

Bidders that do not meet the pre-qualification criteria stipulated below in the tender document WILL be disqualified from further evaluation.

B-BBEE Status Level

SANParks invites bids from service providers who are **B-BBEE status Level 1 up to Level 4.**

THE SUCCESSFUL BIDDER WILL BE REQUIRED TO SIGN A WRITTEN CONTRACT WITH SANParks

Validity Period From Date Of Closure:

150 days

NON COMPULSORY BRIEFING SESSION

Date and Time: 18 August 2021 @11H00

Venue: Virtual meeting via Microsoft Teams

Registration: Please register for the non-compulsory briefing session via email to connie.kgoale@sanparks.org no later than 17 August 2021

SITE VISIT

Bidders who wish to come and view the site where the laboratory equipment are kept in order to view the type of equipment, are encouraged to do so by scheduling an appointment with the technical person (details below) on the specified date.

NB: Adherence to COVID-19 rules will be strictly implemented.

Technical Person: Guy Hausler

Contact Details email: guy.hausler@sanparks.org

Contact details Tel: 013 735 4186 / 072 484 6911

Date and time: 12 August 2021 at 09:00am

Venue: Kruger National Park, Skukuza, Veterinary Wildlife Building

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NAME OF THE DULY AUTHORISED PERSON:			

SIGNATURE:		
DATE:		
CAPACITY UNDER WHICH THIS BID IS SIGNED:		
SETS OF BID DOCUMENTS REQUIRED:		
	Number of ORIGINAL bid documents for contract signing	Two (02)
	Electronic Copy of the original document in PDF (flash drive/USB/Memory Stick)	One (01)
Bidders must submit the above number of original bid documents (including the bidder's response to the specification and the bidder's pricing) in hard copy format (paper document) and electronic copy format to SANParks. These serve as the original sets of bid documents and form part of the contract. SANParks with the awarded bidder sign these original contracts in black ink. The signed legal contract constitutes the closure of the competitive bid process and sets out each party's obligations for executing the contract. These original document sets serve as the legal bid document and the contract document between the bidder and SANParks. The bidders attach the originals or certified copies of any certificates stipulated in this document to these original sets of bid documents.		
RETURNABLE DOCUMENTS		
COMPLIANCE AND GOVERNANCE VERIFICATION DOCUMENTS (Standard Bidding Documents)		
A bidder may be disqualified if they do not fully comply with all minimum requirements as stipulated below: 1. Invitation to Bid (SBD 1) must be fully completed and signed 2. Submission of fully completed Pricing Schedule (SBD 3.1: Firm Unit Prices). 3. Submission of fully completed SBD 4 (Declaration of Interest). 4. Submission of fully completed SBD 6.1 (Preference Claim Certificate), accompanied by the certified B-BBEE Status Level Verification Certificate or Certified B-BBEE Sworn Affidavit. 5. Submission of fully completed SBD 8 (Declaration of Bidders Past SCM Practice). 6. Submission of fully completed SBD 9 (Certificate of Independent Bid Determination).		
MANDATORY EVALUATION CRITERIA (mandatory returnable documents)		

A bidder may be disqualified if they do not fully comply with all mandatory requirements as stipulated below:

1. Proof of Registration with the National Treasury Central Supplier Database.
2. The Bidder must provide the company profile.
3. The Bidder shall be **ISO9001:2015** certified. Proof must be provided.
4. An experienced technician(s) with a minimum of three years relevant work experience must be responsible for conducting the service / repairs to the unit types listed in the proposal. Copies of CVs of technicians and certified copies of training certificates, and other relevant documents / proof should be made available.
5. Listed staff/key (technician) personnel undertaking this work shall be in full time employment of the bidder. Required proof will be signed appointment letters for these staff members.
6. **Where applicable**, as per the requirements listed under Appendix A - Service Checklists, the Bidder shall maintain a South African National Accreditation System (SANAS) accredited facility for the testing / calibration of instruments to be serviced and repaired off-site, at said facility. Proof of this accreditation must be provided.
7. Where applicable, as per the requirements listed under Appendix A - Service Checklists, the Bidder shall possess and maintain test equipment that has current SANAS accreditation, to be used for the testing / calibration of machinery / instruments on-site at the various SANParks Laboratories.
8. A proven track record for this type of work, and contactable references at similar facilities in RSA (prior work done for SANParks and / or laboratories run by Universities, National Department of Health, SANBI or equivalent). Minimum three reference letters not older than three (03) years
9. The bidder shall provide proof in a form of letter of intent confirming that the bidder will have insurance/liability cover for damage / losses to any SANParks laboratory machinery / instruments being handled / serviced / repaired by the bidder.
10. Proof of Registration on the Central Supplier Database.

NB: South African National Accreditation System (SANAS) a requirement for the bidders who are quoting for machines that requires such accreditation.

CENTRAL SUPPLIER DATABASE INFORMATION

Bidders are required to be registered on the Central Supplier Database (CSD) of National Treasury. Failure to submit the requested information may lead to disqualification. (Please provide proof of registration on the Central Supplier Database)

THE BIDDING SELECTION PROCESS

Phase 1 – Compliance to minimum administrative documents

Bidders warrant that their proposal document has, as a minimum, the specified documents required for evaluating their proposals as set out in the Returnable Document List.

Phase 2 – Pre-Qualifying Criteria

Bidders who fails to meet the prequalifying criteria of B-BBEE status level 1 to 4 will be disqualified

Phase 3 – Compliance with mandatory requirements

In this phase bid responses are verified against the set of mandatory requirements. Bidders who fail to comply with all the requirements will be rejected. A bidders who comply with all the requirements will be recommended for appointment.

Phase 4 – Pricing Requirements

Though the bid is expected to not exceed R 50 000 000.00 in terms of PPPFA and Preferential Procurement Regulations 2017, the use of the 80/20 preferential point systems for Price and B-BBEE will **NOT** be applicable whereby the bidder who scored the highest points is recommended for award because SANParks is looking to appoint a **Panel** of service providers and not an individual company.

Therefore bidders will not be recommended for award based on those who were the cheapest, there will be various aspects taken into account with regards to the recommendation, such as the mandatory requirements stipulated above and the fact that SANParks requires a panel. Those that meet the mandatory requirements for each requirement stated above will be recommended for the panel.

Phase 4 – Due Diligence

Due Diligence Phase:

Where circumstances justifies it, SANParks reserves the right to conduct due diligence (interviews, presentations, site visits) with shortlisted bidders who meet the requirements on the mandatory phase evaluation criteria, whereby bidders will present further information or provide further proof to the evaluation committee. In these cases, SANParks may provide the areas of concern to the short listed bidders to address in their presentations.

THE BIDDING SELECTION PROCESS

EVALUATION PHASES

Counter Conditions

SANParks draws bidders' attention that amendments to any of the Bid Conditions or setting of counter conditions by bidders will result in the invalidation of such bids.

Response Preparation Costs

SANParks is NOT liable for any costs incurred by a bidder in the process of responding to this Bid Invitation, including on-site presentations.

Cancellation Prior To Awarding

SANParks reserves the right to withdraw and cancel the Bid Invitation prior to making an award. The cancellation grounds include insufficient funds, where the award price is outside of the objective determined fair market-related price range.

Collusion, Fraud And Corruption

Any effort by Bidder/s to influence evaluation, comparisons, or award decisions in any manner will result in the rejection and disqualification of the bidder concerned.

Fronting

SANParks, in ensuring that bidders conduct themselves in an honest manner will, as part of the bid evaluation processes where applicable, conduct or initiate the necessary enquiries/investigations to determine the accuracy of the representation made in the bid documents. Should SANParks establish any of the fronting indicators as contained in the Department of Trade and Industry's "Guidelines on Complex Structures and Transactions and Fronting" during such inquiry/investigation, the onus is on the bidder to prove that fronting does not exist? Failure to do so within a period of 7 days from date of notification will invalidate the bid/contract and may also result in the restriction of the bidder to conduct business with the public sector for a period not exceeding 10 years, in addition to any other remedies SANParks may have against the bidder concerned.

DISCLAIMERS

SANParks has produced this document in good faith. SANParks, its agents, and its employees and associates do not warrant its accuracy or completeness. To the extent that SANParks is permitted by law, SANParks will not be liable for any claim whatsoever and how so ever arising (including, without limitation, any claim in contract, negligence or otherwise) for any incorrect or misleading information contained in this document due to any misinterpretation of this document. SANParks makes no representation, warranty, assurance, guarantee or endorsements to any provider/bidder concerning the document, whether with regard to its accuracy, completeness or otherwise and SANParks shall have no liability towards the responding service providers or any other party in connection therewith.

NB: Important Notice: Bidders are to be aware of scammers who pose as SANParks employees selling bid

	documents or offering monetary gratuity in exchange for information or awarding of bids. SANParks is in no way selling the bid document, all documents shall be found on the SANParks website and eTender Portal and awarded bids are notified through the website under "bids awarded" and SANParks shall never ask any bidder for monetary gratuity in exchange for information or manipulating outcome of bids.						
	Protection of Personal Information Act,4 of 2013 (POPIA)						
	SANParks adheres to the Protection of Personal Information Act,4 of 2013 (POPIA) requirements regarding personal information which came into effect 1 July 2021. As SANParks, we are committed to protecting your privacy and ensuring that personal information collected is used properly, lawfully and transparently.						
	<u>INTENTION TO SELL</u> <table border="1"> <tr> <td>Is the bidder in the process of selling the bidding company?</td><td>☐ YES ☐ NO</td></tr> <tr> <td>Does the bidder have any intension of selling the bidding company within the next 12 months?</td><td>☐ YES ☐ NO</td></tr> <tr> <td>Does the bidder have any intension of selling the bidding company within the next 12 months to 60 months?</td><td>☐ YES ☐ NO</td></tr> </table> SANParks reserves the right not to award to any bidder who answers any of the questions above "yes" should the bidder be the overall highest points scorer. However the decision not to award will be on a case by case basis.	Is the bidder in the process of selling the bidding company?	☐ YES ☐ NO	Does the bidder have any intension of selling the bidding company within the next 12 months?	☐ YES ☐ NO	Does the bidder have any intension of selling the bidding company within the next 12 months to 60 months?	☐ YES ☐ NO
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Does the bidder have any intension of selling the bidding company within the next 12 months to 60 months?	☐ YES ☐ NO						
	REASONS FOR DISQUALIFICATION						
	SANParks reserves the right to disqualify any bidders who do not comply with one or more of the following bid requirements and may take place without prior notice to the bidder: • failed to provide proof that they are tax compliant with SARS (Instruction Note 09 of 2017/2018 Tax Compliance Status will apply) • submitted incomplete information and documentation according to the requirements of this RFB document; • submitted information that is fraudulent, factually untrue or inaccurate information; • received information not available to other potential bidders through fraudulent means; • failed to comply with mandatory requirements as stipulated in the RFB document; • misrepresented or altered material information in whatever way or manner; • promised, offered or made gifts, benefits to any SANParks employee; • canvassed, lobbied in order to gain unfair advantage; • committed fraudulent acts; and • acted dishonestly and/or in bad faith etc.						

THE BID CONTRACT

INTRODUCTION TO SANPARKS

SANParks was initially established in terms of the now repealed National Parks Act, 57 of 1976 and continue to exist in terms of the National Environmental Management: Protected Areas Act, 57 of 2003; with the mandate to conserve; protect; control; and manage national parks and other defined protected areas and their biological diversity (Biodiversity). As a public entity, SANParks is also governed by the Public Finance Management Act, Act 1 of 1999 (as amended by Act 29 of 1999), and it is listed as Schedule 3 Part A: 25 public entity.

Our vision is to have a world class system of sustainable National Parks reconnecting and inspiring society.

Our mandate is to deliver of Conservation Mandate by Excelling in the Management of a National Park System.

Our mission is to develop, expand, manage and promote a system of sustainable national parks that represents biodiversity and heritage assets, through innovation and best practice for the just and equitable benefit of current and future generations.

INTRODUCTION TO SANPARKS BUSINESS UNIT RESPONSIBLE FOR THIS BID

Conservation Services Division - Veterinary Wildlife Services.

Veterinary Wildlife Services is responsible for the veterinary work undertaken in all the protected areas managed by SANParks. This work is multifaceted and includes wildlife capture and translocation, coordination of research on wildlife diseases / biology / capture / anaesthesiology etc. and other conservation management interventions as required. The department has bases in two locations, Skukuza (Mpumalanga Province) and Kimberly (Northern Cape Province) and teams based at these two offices are responsible for veterinary work across the entire national parks system in South Africa. The department maintains an extensive bank of biological samples (Biobank), obtained from wild animals in the national parks, which functions in support of the various research projects being undertaken on wildlife in the national parks.

Conservation Services Division - Scientific Services

Scientific Services is responsible for SANParks' research and monitoring in the biophysical and social sciences across the parks. The knowledge generated from this research informs park management and promotes the

conservation of biodiversity, landscapes and associated heritage assets across SANParks' network of protected areas. In support of internal and external researchers, Scientific Services operates a laboratory in Scientific Services in Kimberley and Skukuza, Kruger National Park.

CONTEXT OF THIS PROCUREMENT

Bids are hereby invited from qualified and experienced service providers for the provision of repairs, maintenance and servicing to laboratory machinery / instruments for SANParks research laboratories located in Skukuza (x2) and Kimberly (x1).

CONTRACT PERIOD

The contract will be for a period of five (05) years.

SPECIFICATIONS

SCOPE OF WORK

Description

Suppliers may submit a proposal for the servicing and repairs to any or all laboratory machines / instruments listed below, so long as the relevant required prescribed qualifications are met as per Section **REQUIREMENTS** below. . The scope of work includes the following:

- Routine inspection and servicing of each unit at set intervals.
- Stripping, fault-finding and repairs of failed / damaged units as and when required. In some cases this may require emergency call-out to attend to the affected unit, while in other cases this can be addressed during the scheduled routine service site visit.

Repairs, maintenance and servicing sought for the following machinery / instruments:

Item	Qty	Name	Manufacturer	Model	Serial number	Maintenance / Service Interval	Off-site Service	Location
1	1	Centrifuge	Hermle Labortechnik GmbH	Z 383	30110006	12 Months	No	VWS Skukuza
2	1	Centrifuge	Eppendorf AG	FA45-24-11	8132	12 Months	No	VWS Skukuza
3	1	Micro-haematocrit Centrifuge	Gemmy Industrial Corp./K	KHT-400	113085	12 Months	No	VWS Skukuza
4	1	Incubator	Scientific Series	228	1100004003226	12 Months	No	VWS Skukuza
5	1	Incubator	Labotec (Pty) Ltd	296	0300009515296R00	12 Months	No	VWS Skukuza
6	1	Incubator (CO2)	Forma Scientific	311	67577-333	12 Months	No	VWS Skukuza
7	1	Microscope	Nikon	OPTIPHOT	219803	12 Months	No	VWS Skukuza
8	1	Microscope	Olympus	BX 41TF	7M12791	12 Months	No	VWS Skukuza
9	1	Microscope (Stereoscopic)	Nikon	C-LEDS	228095	12 Months	No	VWS Skukuza
10	1	Autoclave	Pselecta	4001136	383684	12 Months	No	VWS Skukuza
11	1	Precision Scale	Denver Instruments	P1-114	P1114092020	12 Months	No	VWS Skukuza
12	1	Vortex	Velp Scientifica Srl	ZX3	427744	12 Months	No	VWS Skukuza
13	1	Plate Shaker	Stuart	SSM5	R240000524	12 Months	No	VWS Skukuza
14	1	Roller Mixer	Stuart	SRT9D	ROOO100531	12 Months	No	VWS Skukuza
15	1	Traceable Platinum Thermometer	Fisher Scientific	15-077-961, FB50286, 255NL	140499073	24 Months	Yes	VWS Skukuza
16	1	Biological Safety Cabinet Class II	Biobase	Class II	-	6 Months	No	VWS Skukuza
17	1	Biological Safety Cabinet Class II	Labotec (Pty) Ltd	Class II	-	6 Months	No	VWS Skukuza
18	1	Laminar Flow Hood (Horizontal)	Howden	LT6 MK2	-	6 Months	No	VWS Skukuza
19	1	Free Flow Fume Cupboard	E.C. Laridon CC	60FFFC 1.5m	-	6 Months	No	VWS Skukuza
20	1	Micro-plate Reader	BioTek instruments	ELx800	1304238	12 Months	No	VWS Skukuza
21	1	Centrifuge	Hermle Labortechnik GmbH	Z 383	30130038	12 Months	No	VWS Kimberly
22	1	Micro-haematocrit Centrifuge	Gemmy Industrial Corp./K	KHT-400	1404629	12 Months	No	VWS Kimberly
23	1	Incubator	Scientific Series	296	1000008714296R00	12 Months	No	VWS Kimberly
24	1	Microscope	Olympus	CX Range	200902099	12 Months	No	VWS Kimberly
25	1	Microscope	Olympus	CX Range	200902100	12 Months	No	VWS Kimberly
26	1	Microscope	Leica (Biomed)	512938	185552	12 Months	No	VWS Kimberly
27	1	Microscope (Stereoscopic)	Kyowa, Tokyo	Unknown	720263	12 Months	No	VWS Kimberly
28	1	Autoclave	Hospi Sterilizers CC	Anzy Mark III	-	12 Months	No	VWS Kimberly
29	1	Precision Scale	Radwag	PS 4500.R2	476698	12 Months	No	VWS Kimberly
30	1	Roller Mixer	Stuart	SRT9	880000504	12 Months	No	VWS Kimberly
31	5	Autoclavable Pipette	Thermo Fisher Scientific	5000DG	A16003092 / A09001512 / A09001652 / A16026122 / A16003162	12 Months	Yes	VWS Kimberly
32	1	Centrifuge	Hermle Labortechnik GmbH	Z 383 K	31100010	12 Months	No	SS Skukuza
33	1	Micro-haematocrit Centrifuge	Gemmy Industrial Corp./K	KHT-400	010853	12 Months	No	SS Skukuza
34	1	Incubator (CO2, Water Jacket)	Thermo Fisher Scientific	3111	319144 - 15226	12 Months	No	SS Skukuza
35	1	Microscope	Olympus	BX41TF	9E10725	12 Months	No	SS Skukuza
36	1	Microscope (Stereoscopic)	Nikon Stereo	C-LEDS	224534	12 Months	No	SS Skukuza
37	1	Microscope (Stereoscopic)	Leica Stereo	EZ4W	1054522	12 Months	No	SS Skukuza
38	1	Autoclave	Rexmed Industries Co. Ltd.	RAU - 530D	RAU - 5300 - 11010	12 Months	No	SS Skukuza
39	1	Precision Scale	Radwag	WLC 1/A2/C/2	321371/11	12 Months	No	SS Skukuza
40	1	Precision Scale	Denver Instruments	TP - 214	22906584	12 Months	No	SS Skukuza
41	1	Biological Safety Cabinet Class II	ESCO	AC2451	201155701	6 Months	No	SS Skukuza
42	1	Free Flow Fume Cupboard	E.C. Laridon CC	1.5m	-	6 Months	No	SS Skukuza
43	1	Pipette	Hirschmann	1000ul	9063883	12 Months	Yes	SS Skukuza
44	4	Pipette	Proline	10ul; 100ul; 1000ul	12599092 / 12599091 /	12 Months	Yes	SS Skukuza

Notes

- Quantities quoted will be for price verification purposes only. SANParks reserves the right negotiate with the relevant bidders.
- SANParks, via the relevant Laboratory Manager, will request a quote for servicing the listed machinery prior to each routine service interval. Once this quote is approved, the service date etc. will be communicated to the appointed service provider.

- In the case of a failed / damaged unit, the appointed service provider will be required to strip the unit for evaluation and prepare a strip and repair quote for approval before the work starts or additional parts are ordered.
- Invoices must be submitted with invoices of procured consumables, reagents and parts. If these are not attached the invoice will not be processed by SANParks.
- Mark-up percentage on material to be fixed for the three-year contract period.

DETAILED SCOPE OF WORK

1. General requirements

1.1 Cleaning

All machinery / instruments being serviced must be cleaned and disinfected with suitable detergents / chemicals and cleaning equipment as per the Original Equipment Manufacturer (OEM)s specification so as to prevent unwanted surface damage, corrosion, damage to circuitry, LCD displays, moving parts etc.

1.2 Lubrication

Lubrication of any moving parts (hinges, rotors etc.) must only be carried out as per the recommendations of the OEM and using a suitable grade and type of lubricant. Where lubrication is contraindicated it must not be undertaken.

1.3 Repairs

Any repairs that cannot immediately be affected on site and at the time of servicing must be handled as follows:

- ☐ Provide a detailed report to the relevant SANParks laboratory manager on the type of repairs required and the feasibility and timeframe of this work, including the sourcing original parts from the OEM or suitable alternatives.
- ☐ Provide a quote to the relevant SANParks laboratory manager for the total cost of undertaking the repairs, including additional travel, labour, parts, and follow-up testing / recalibration of the unit.
- ☐ Upon approval of the repairs by SANParks (via the relevant laboratory manager), the repairs should be affected within as short a timeframe as possible.

1.4 Service Labels

All large machinery serviced / repaired must be fitted with a suitable adhesive label indicating the instrument type and serial number, date of service / repair / calibration, technician name and date of next intended service. Small instruments such as pipettes are exempt from this requirement.

1.5 Service Certificates

Provide the relevant SANParks laboratory manager with an official, numbered and dated service certificate or job card on a company letterhead including the following minimum information:

- ☐ Machine / instrument details (type/brand/model/serial number, as per the attached list).

- ☐ Test equipment used (type/brand/model/serial number/SANAS certification and validity period (if SANAS accredited equipment is required as per the detailed scope below). If testing/calibration is done at the service provider's facility, details of the SANAS facility accreditation must be included (if this is required as per the detailed scope below).
- ☐ Test conditions (eg: ambient temperature, relative humidity and air pressure) in cases where these may have an influence on the outcome of the test procedure.
- ☐ Test methodology used in cases where a standardised test procedure is undertaken.
- ☐ Checklist of service / calibration / repair interventions undertaken.
- ☐ Test / verification / calibration raw data and results (pass / fail) for each test type performed as per the type of instrument under test.
- ☐ Date of next intended service.
- ☐ Other pertinent information, restrictions on use etc.
- ☐ Responsible service technician details (minimum: name and position held) and signature.

2. Service Checklists

Please refer to Appendix A for detailed requirements for the servicing and calibration of the listed equipment.

REQUIREMENTS

RESPONSIBILITIES OF THE BIDDER

- The appointed service provider must have the knowledge and ability to perform servicing / preventative maintenance / calibration and repairs to those units as indicated in the list above. This includes proper deep cleaning, decontamination, recalibration, testing, part replacement and repairs etc.
- All work performed must be conducted as per the OEM specification, to ensure the proper functioning of these units. Repair work must not result in further damage.
- Only qualified technicians will be allowed to conduct the work on and off site.
- The appointed service provider must be able to source original spare parts from the international OEMs, or equivalent suitable parts, in a timeous fashion, and install these as required and in line with the OEM specification and warranty conditions.
- The appointed service provider must be able to provide the correct consumables (filters etc.) required for each unit type as per the OEM specifications. Note that bottled gasses are not included in this requirement.
- The appointed service provider must be able to transport any machine / instrument from the respective SANParks Laboratory and return to said SANParks Laboratory upon completion of maintenance or repairs, if off-site work is required.
- The appointed service provider must provide an official job card / service certificate upon completion of the work. See Detailed Scope of Work (Section 1.5)
- The appointed service provider must be able to certify the work done (servicing / calibration) and provide warranties for repairs done. The warranty period will be for full period of the appointment.

SPECIAL CONDITIONS OF CONTRACT

- Some machinery / instruments may require off-site servicing / repairs / calibration. The transport arrangements and costs incurred in this situation will be for the appointed service provider and must be included in the bid.
- All service / call-out costs to be included in the quote. Transport to work site (Skukuza, Kruger National Park or Kimberly Offices) must be provided by the appointed service provider; accommodation for technicians working on site may be provided by SANParks where this is available or, in cases where this is not possible, it will be for the account of the service provider, and may be invoiced at the cost price. Park entry fees for Kruger National Park will be for the account of the service provider.
- All listed machinery / instruments are cleaned and decontaminated by laboratory staff, on a regular basis, as per SANParks' laboratory SOPs. However, technicians working on site must have extensive understanding of bio-safety protocols and working with potentially infectious substances / potentially zoonotic pathogens, and supplier must provide suitable PPE for technicians working on site. Instruments requiring off-site servicing / repairs / calibration will be suitably decontaminated by SANParks laboratory staff and proof of this signed off by the responsible laboratory manager prior to dispatch of these items to the service provider's off-site facility.
- The approved service provider shall under no circumstances interrupt the operations of the laboratory as a result of his/her activities.
- Full adherence to the Occupational Health and Safety Act, Act 85 of 1993 and other applicable Acts (especially the Animal Diseases Act, Act 35 of 1984) will be applicable during the course of the contract.
- The contract will not be limited to the above mentioned machinery / instruments as SANParks may expand/replace equipment as required.
- Items damaged or lost due to the service providers negligence will be replaced at the service provider's costs.
- The appointed service provider will invoice SANParks upon completion of each job as per the quotation. SANParks reserves the right to return any equipment not maintained or serviced to industry standards. Costs of this will be for the account of the service provider.
- The service provider will be notified in writing of sub-standard services. SANParks reserves the right to terminate the contract giving 30 day notice should sub-standard services continue.
- All issues regarding this contract are to be communicated with the relevant laboratory manager.
- SANParks will not be held liable for any 3rd party disputes as such SANParks **DOES NOT** and **WILL NOT** encourage Joint Ventures nor sub-contracting for this bid.
- **Upon appointment the bidder need to produce Public Liability cover (not less than R 5,00,000) to replace all items lost due to theft, fire, floods, etc. while equipment is under the contracted service provider's possession with a replacement period of at least three weeks.**

SBD 3.1 FIRM PRICING DETAIL

SBD 3.1 - Pricing Schedule for the Duration of the Contract

BID PRICE IN RSA RAND

Price quoted is South African Rands in terms of General Conditions of contract clause 16.4 and shall be included in the SBD3.

PRICE QUOTATION BASIS

Price quoted is fully inclusive of all costs including disbursements and other overheads, delivery to the specified SANParks Business Unit geographical address and includes value-added tax, income tax, unemployment insurance fund contributions, and skills development levies.

PRICE PER DELIVERY POINT

In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.

DETAIL PRICING SUPPORT

Detailed information i.e. costed bill of quantities is optional and can be provided as an annexure to the details provided with reference to such included in this SBD3.

PRICE CHANGES

Price changes whether as a result of CPI, PPI, extensions or expansions will be allowed in terms of the signed contract by both parties.

APPLICATION OF PREFERENCE POINTS

Pricing is subject to the addition of Preference Points as stipulated below - Standard Bidding Document 6.1 Preference claim form.

No.	Description	Manufacturer	Qty	Service Price per unit (R) Excl.	Total Service Price (R) Excl.
1	Centrifuge	Hermle Labortechnik GmbH	1		
2	Centrifuge	Eppendorf AG	1		
3	Micro-haematocrit Centrifuge	Gemmy Industrial Corp./K	1		
4	Incubator	Scientific Series	1		

5	Incubator	Labotec (Pty) Ltd	1		
6	Incubator (CO2)	Forma Scientific	1		
7	Microscope	Nikon	1		
8	Microscope	Olympus	1		
9	Microscope (Stereoscopic)	Nikon	1		
10	Autoclave	Pselecta	1		
11	Precision Scale	Denver Instruments	1		
12	Vortex	Velp Scientifica Srl	1		
13	Plate Shaker	Stuart	1		
14	Roller Mixer	Stuart	1		
15	Traceable Platinum Thermometer	Fisher Scientific	1		
16	Biological Safety Cabinet Class II	Biobase	1		
17	Biological Safety Cabinet Class II	Labotec (Pty) Ltd	1		
18	Laminar Flow Hood (Horizontal)	Howden	1		
19	Free Flow Fume Cupboard	E.C. Laridon CC	1		
20	Micro-plate Reader	BioTek instruments	1		
21	Centrifuge	Hermle Labortechnik GmbH	1		
22	Micro-haematocrit Centrifuge	Gemmy Industrial Corp./K	1		
23	Incubator	Scientific Series	1		
24	Microscope	Olympus	1		
25	Microscope	Olympus	1		
26	Microscope	Leica (Biomed)	1		
27	Microscope (Stereoscopic)	Kyowa, Tokyo	1		
28	Autoclave	Hospi Sterilizers CC	1		
29	Precision Scale	Radwag	1		
30	Roller Mixer	Stuart	1		

31	Autoclavable Pipette	Thermo Fisher Scientific	5		
32	Centrifuge	Hermle Labortechnik GmbH	1		
33	Micro-haematocrit Centrifuge	Gemmy Industrial Corp./K	1		
34	Incubator (CO2, Water Jacket)	Thermo Fisher Scientific	1		
35	Microscope	Olympus	1		
36	Microscope (Stereoscopic)	Nikon Stereo	1		
37	Microscope (Stereoscopic)	Leica Stereo	1		
38	Autoclave	Rexmed Industries Co. Ltd.	1		
39	Precision Scale	Radwag	1		
40	Precision Scale	Denver Instruments	1		
41	Biological Safety Cabinet Class II	ESCO	1		
42	Free Flow Fume Cupboard	E.C. Laridon CC	1		
43	Pipette	Hirschmann	1		
44	Pipette	Proline	4		
	Sub-Total				
	Vat (15%)				
	Total (A)				R

No.	Description	Unit	Unit Price(R) Excl.
1	Labour Rate (per hour)	Rands (R)	
2	Transportation Rate (per km)	Rands (R)	
3		%	

	Mark-up on parts		
	Sub-Total		
	Vat (15%)		
	Total (B)		
	GRAND Total (A+B) (Inclusive of all applicable taxes and disbursements)		R

GENERAL CONDITIONS OF CONTRACT

In this document words in the singular also mean in the plural and vice versa, words in the masculine mean in the feminine and neuter, words "department" means organs of state inclusive of public entities and vice versa, and the words "will/should" mean "must".

South African National Parks (SANParks) cannot amend the National Treasury's General Conditions of Contract (GCC). SANParks appends Special Conditions of Contract (SCC) providing specific information relevant to a GCC clause that requires the addition of Special Conditions and Special Conditions specific to this bid contract is not part of the General Conditions of Contract. No clause in this document shall be in conflict with another clause. Whenever there is a conflict, the provisions of the Special Conditions of Contract shall prevail.

GCC1	1. Definitions - 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 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" imposed in cases where an enterprise abroad is subsidized 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 produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized 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 of 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 consignees 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 market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA. 1.12. "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars, or
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	1.13. revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes. “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” mean 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 if 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 organization 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.
GCC2	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 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.
GCC3	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 (National Treasury's eTender website), 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
GCC4	4. Standards
	4.1. The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.
GCC5	5. Use of contract documents and information
	5.1. The supplier shall not disclose, without the purchaser's prior written consent, 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 made to any such employed person is in confidence and shall extend only as far as may be necessary for purposes of such performance. 5.2. The supplier shall not make, without the purchaser's prior written consent, 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.
GCC6	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 use of the goods or any part thereof by the purchaser.
GCC7	7. Performance security
	7.1. Within thirty days (30) of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in 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.

	7.3. 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: 7.3.1. 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 7.3.2 a cashier's or certified cheque 7.4. The performance security will be discharged by the purchaser and returned to the supplier within thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.
GCC8	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 purchaser or an organization acting on behalf of the purchaser. 8.3. If there are no inspection requirements indicated in the bidding documents and contract makes no mention, 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 supplier shall defray the cost in connection with these inspections, tests, or analyses. 8.6. Supplies and services 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 are 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 because of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.
GCC9	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 SCC, and in any subsequent instructions ordered by the purchaser.
GCC10	10. Delivery and Documentation
	10.1. The supplier in accordance with the terms specified in the contract shall make delivery of the goods/services. The SCC specifies the details of shipping and/or other documents furnished by the supplier. 10.2. Documents submitted by the supplier are specified in SCC.
GCC11	11. Insurance
	11.1. The goods supplied under the contract are 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.
GCC12	12. Transportation
	12.1. Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.
GCC13	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 SCC: 13.1.1. Performance or supervision of on-site assembly and/or commissioning of the supplied goods; 13.1.2. Furnishing of tools required for assembly and/or maintenance of the supplied goods; 13.1.3. Furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods; 13.1.4. 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 13.1.5. Training of the purchaser's personnel, at the supplier's plant and/or on-site, conducted 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.
GCC14	14. Spare parts
	14.1. As specified in 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: 14.1.1. 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 14.1.2. In the event of termination of production of the spare parts: 14.1.2.1. Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and 14.1.2.2. Following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.
GCC15	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 those 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 twelve (12) 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 eighteen (18) 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 SCC. 15.3. The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty. 15.4. Upon receipt of such notice, the supplier shall, within the period specified in 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 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.
GCC16	16. Payment

	16.1. The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC. 16.2. The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract. 16.3. Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier. 16.4. Payment will be made in Rand unless otherwise stipulated in SCC
GCC17	17. Prices
	17.1. Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.
GCC18	18. Contract amendment
	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.
GCC19	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.
GCC20	20. Subcontract
	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
GCC21	21. Delays in 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 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 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 or to have minor essential services executed if an emergency arises, 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.
GCC22	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.
GCC23	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: 23.1.1. 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; 23.1.2. If the Supplier fails to perform any other obligation(s) under the contract; or 23.1.3. 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 period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) 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 five (5) working days of such imposition, furnish the National Treasury, with the following information: 23.6.1. The name and address of the supplier and / or person restricted by the purchaser; 23.6.2. The date of commencement of the restriction 23.6.3. The period of restriction; and 23.6.4. 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, No. 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 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.
GCC24	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 subsidized 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 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
GCC25	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 promptly notify the purchaser 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.
GCC26	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.
GCC27	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 amicably such dispute or difference by mutual consultation. 27.2. If, after thirty (30) 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, 27.5.1. The parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and 27.5.2. The purchaser shall pay the supplier any monies due the supplier.
GCC28	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; 28.1.1. 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 28.1.2. 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.

GCC29	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.
GCC30	30. Applicable law
	30.1. The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
GCC31	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
GCC32	32. Taxes and duties
	32.1. A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country. 32.2. A local supplier shall be entirely responsible for all taxes, duties, license 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 SANParks 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
GCC33	33. National Industrial Participation 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.
GCC34	34. Prohibition of restrictive practices
	34.1. In terms of section 4 (1) (b) (iii) of the Competition Act No. 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 No. 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 ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.
	Contracted Party Due Diligence SANParks reserves the right to conduct supply chain due diligence including site visits and inspections at any time during the contract period.
	Jigs, Tools, and Templates, where applicable Unless otherwise agreed, all jigs, tools, templates, and similar equipment necessary for the execution of this contract is property of SANParks, if SANParks has paid for these. On completion or cancellation of the contract, the contractor delivers all SANParks property to SANParks premises, properly marked with the contract and the relevant code number as supplied by SANParks.
	Copyright and Intellectual Property All background intellectual property (existing prior to this contract) invests in and remains the sole property of the contributing party to this contract and/or the contracted discloses the same to SANParks at the commencement of this contract. The contracted supplier grants SANParks a fully paid up, irrevocable, non-exclusive, and transferable licence to use its background intellectual property including the right to sub-licence to third parties in perpetuity and to the extent that SANParks requires for the exploitation of the contract intellectual property and to enable SANParks to obtain the full benefit of the contract intellectual property. The parties agree that all right, title, and interest in the contract intellectual property rightly invests in SANParks and to give effect to the foregoing: (a) The contracted supplier hereby assigns all rights, titles, and interests in and to the contract intellectual property that it may own to SANParks and SANParks hereby accepts such assignment, and (b) The contracted supplier undertakes to assign in writing to SANParks all contract intellectual property and which may invest in the contracted supplier. The contracted supplier shall keep the contract intellectual property confidential and shall fulfil its confidentiality obligations as set out in this document. The contracted supplier shall assist SANParks in obtaining statutory protection for the contract intellectual property at the expense of SANParks wherever SANParks may choose to obtain such protection. The contracted party shall procure where necessary the signatures of its personnel for the

	assignment of the contract intellectual property to SANParks, or as SANParks may direct, and to support SANParks, or its nominee, in the prosecution and enforcement thereof in any country in the world. The contracted supplier hereby irrevocably appoints SANParks to be its true and lawful agent in its own name, to do such acts, deeds, and things and to execute deeds, documents, and forms that SANParks, in its absolute discretion, requires in order to give effect to the terms of this clause. The rights and obligations set out in this clause shall service termination of this contract indefinitely.
	Confidentiality The recipient of confidential information shall be careful and diligent as not to cause any unauthorised disclosure or use of the confidential information, in particular, during its involvement with SANParks and after termination of its involvement with SANParks, the recipient shall not: (a) Disclose the confidential information, directly or indirectly, to any person or entity, without SANParks' prior written consent. (b) Use, exploit or in any other manner whatsoever apply the confidential information for any other purpose whatsoever, other than for the execution of the contract and the delivery of the deliverables or (c) Copy, reproduce, or otherwise publish confidentiality information except as strictly required for the execution of the contract. The recipient shall ensure that any employees, agents, directors, contractors, service providers, and associates which may gain access to the confidential information are bound by agreement with the recipient both during the term of their associations with the recipient and after termination of their respective associations with the recipient, not to (a) Disclose the confidential information to any third party, or (b) Use the confidential information otherwise than as may be strictly necessary for the execution of the contract, The recipient shall take all such steps as may be reasonably necessary to prevent the confidential information from falling into the hands of any unauthorised third party. The undertakings set out in this clause shall not apply to confidential information, which the recipient is able to prove: (a) Was independently developed by the recipient prior to its involvement with SANParks or in the possession of the recipient prior to its involvement with SANParks; (b) Is now or hereafter comes into the public domain other than by breach of this contract by the recipient; (c) Was lawfully received by the recipient from a third party acting in good faith having a right of further disclosure and who do not derive the same directly or indirectly from SANParks, or (d) Is required by law to be disclosed by the recipient, but only to the extent of such order and the recipient shall inform SANParks of such requirement prior to any disclosure.

	The recipient shall within one (1) month of receipt of a written request from SANParks to do so, return to SANParks all material embodiments, whether in documentary or electronic form, of the confidential information including but not limited to: (a) All written disclosures received from SANParks; (b) All written transcripts of confidential information disclosed verbally by the SANParks; and (c) All material embodiments of the contract intellectual property. The recipient acknowledges that the confidential information made available solely for the execution of the contract and for no other purpose whatsoever and that the confidential information would not have been made available to the recipient, but for the obligations of confidentiality agreed to herein. Except as expressly herein provided, this contract shall not be construed as granting or confirming, either expressly or impliedly any rights, licences or relationships by furnishing of confidential information by either party pursuant to this contract.					
PREFERENCE POINTS CLAIMED (SBD 6.1)						
	PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017					
	This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS, AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017. 1. GENERAL CONDITIONS 1.1. The following preference point systems are applicable to all bids: 1.1.1. the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and 1.2. 1.2.1. The value of this bid is estimated to exceed/not exceed R50 000 000 (all applicable taxes included) and therefore the preference point system shall be applicable; or 1.2.2. The 80/20 preference point system will be applicable to this tender 1.2.3. The 80/20 preference point system will be applicable to this tender 1.3. Points for this bid shall be awarded for: 1.3.1. Price; and 1.3.2. B-BBEE Status Level of Contributor. 1.4. The maximum points for this bid are allocated as follows: <table border="1" data-bbox="236 1868 1457 2031" style="width: 100%; border-collapse: collapse;"> <tr> <td style="background-color: red; width: 70%;"></td> <td style="background-color: red; text-align: center; width: 30%;">POINTS</td> </tr> <tr> <td style="text-align: center;">PRICE</td> <td style="background-color: yellow; text-align: center;">80</td> </tr> </table>			POINTS	PRICE	80
	POINTS					
PRICE	80					

B-BBEE STATUS LEVEL OF CONTRIBUTION	20
Total points for Price and B-BBEE must not exceed	100
1.5. Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed. 1.6. SANParks reserves the right to require either of a bidder, before a bid is adjudicated or at any time subsequently, to substantiate any claim concerning preferences, in any manner required by SANParks. 2. DEFINITIONS 2.1. “B-BBEE” means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act; 2.2. “B-BBEE status level of contributor” means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act; 2.3. “bid” means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals; 2.4. “Broad-Based Black Economic Empowerment Act” means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003); 2.5. “EME” means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act; 2.6. “Functionality” means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents. 2.7. “prices” includes all applicable taxes less all unconditional discounts; 2.8. “proof of B-BBEE status level of contributor” means: 2.8.1. B-BBEE Status level certificate issued by an authorized body or person; 2.8.2. A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice; 2.8.3. Any other requirement prescribed in terms of the B-BBEE Act; 2.9. “QSE” means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act; 2.10. “rand value” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes; 3. POINTS AWARDED FOR PRICE 3.1. THE 80/20 PREFERENCE POINT SYSTEMS A maximum of 80 points is allocated for price on the following basis: $Ps = 80 \left(1 - \frac{Pt - P \min}{P \min} \right)$ Where	

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

P_{min} = Price of lowest acceptable bid

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

- 4.1. In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

5. BID DECLARATION

- 5.1. Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

- 6.1. B-BBEE Status Level of Contributor:=(maximum of 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7. SUB-CONTRACTING

- 7.1. Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES		NO	
-----	--	----	--

- 7.1.1. If yes, indicate:

7.1.1.1. What percentage of the contract will be subcontracted.....%

7.1.1.2. The name of the sub-contractor.....

7.1.1.3. The B-BBEE status level of the sub-contractor.....

7.1.1.4. Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES		NO	
-----	--	----	--

7.1.1.5. Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at last 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1. Name of company/firm:

8.2. VAT registration number:

8.3. Company registration number:.....

8.4. TYPE OF COMPANY/ FIRM

☐ Partnership/Joint Venture / Consortium

☐ One person business/sole propriety

☐ Close corporation

☐ Company

☐ (Pty) Limited

[TICK APPLICABLE BOX]

8.5. DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

.....

8.6. COMPANY CLASSIFICATION

☐ Manufacturer

☐ Supplier

☐ Professional service provider

☐ Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

8.7.	Total number of years the company/firm has been in business:
8.8.	I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBEE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:
8.8.1.	The information furnished is true and correct;
8.8.2.	The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
8.8.3.	In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
8.8.4.	If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
8.8.4.1.	disqualify the person from the bidding process;
8.8.4.2.	recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
8.8.4.3.	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;
8.8.4.4.	recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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
8.8.4.5.	Forward the matter for criminal prosecution.

WITNESSES 1. 2.	 SIGNATURE(S) OF BIDDERS(S) DATE: ADDRESS
--	--

<b style="color: green; font-size: 1.2em;">SBD 9: CERTIFICATE OF INDEPENDENT BID DETERMINATION
--

	I, the undersigned, in submitting this Bid in response to the invitation for the Bid made by SANParks, do hereby make the following statements that I certify to be true and complete in every respect:
	I have read and I understand the contents of this Certificate;
	I understand that the Bid will be disqualified if this Certificate is found not to be true and complete in every respect;

	I am authorised by the Bidder to sign this Certificate, and to submit the Bid, on behalf of the Bidder;
Each person whose signature appears on the Bid has been authorised by the Bidder to determine the terms of, and to sign, the Bid on behalf of the Bidder;	
For the purposes of this Certificate and the accompanying Bid, I understand that the word “competitor” shall include any individual or organisation, other than the Bidder, whether or not affiliated with the Bidder, who: a) Has been requested to submit a Bid in response to this Bid invitation; b) Could potentially submit a Bid in response to this Bid invitation, based on their qualifications, abilities or experience; and c) Provides the same goods and services as the Bidder and/or is in the same line of business as the Bidder	
The Bidder has arrived at the accompanying Bid independently from, and without consultation, communication, agreement, or arrangement with any competitor. However, communication between partners in a joint venture or consortium (meaning an association of persons for combining their expertise, property, capital, efforts, skill, and knowledge in an activity for the execution of the bid) will not be construed as collusive bidding.	
In particular, without limiting the generality of paragraphs 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 Bid; e) The submission of a Bid which does not meet the specifications and conditions of the Bid; or f) Bidding with the intention not to win the Bid.	
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 Bid invitation relates.	
The terms of this Bid have not been, and will not be, disclosed by the Bidder, directly or indirectly, to any competitor, prior to the date and time of the official Bid opening or of the awarding the bid or to the signing of the contract.	
I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to Bids and contracts, Bids 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 No 89 of 1998 and or 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 ten (10) years in	

terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation	
SBD 8 - DECLARATION OF BIDDER'S PAST SCM PRACTICES	
Is the Bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? If Yes, furnish particulars as an attached schedule:	YES / NO
Is the Bidder or any of its directors 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)? If Yes, furnish particulars as an attached schedule:	YES / NO
Was the Bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years? If Yes, furnish particulars as an attached schedule:	YES / NO
Was any contract between the Bidder and any SANParks terminated during the past five years because of failure to perform on or comply with the contract? If Yes, furnish particulars as an attached schedule:	YES / NO
The Database of Restricted Suppliers and Register for Tender Defaulters 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.	
SBD 4 - DECLARATION OF INTEREST WITH GOVERNMENT	
Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where- - the bidder is employed by the state; and/or - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid. 2. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.	

2.1	Full Name of bidder or his or her representative:
2.2	Identity Number:
2.3	Position occupied in the Company (director, trustee, shareholder ²):
2.4	Company Registration Number:
2.5	Tax Reference Number:
2.6	VAT Registration Number:
2.6.1	The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.
¹ "State" means – (a) 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); (b) any municipality or municipal entity; (c) provincial legislature; (d) national Assembly or the national Council of provinces; or (e) Parliament.	
² "Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.	
2.7	Are you or any person connected with the bidder YES / NO presently employed by the state?
2.7.1	If so, furnish the following particulars:

	Name of person / director / trustee / shareholder/ member: Name of state institution at which you or the person connected to the bidder is employed : Position occupied in the state institution: Any other particulars:
2.7.2	If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? YES / NO
2.7.2.1	If yes, did you attached proof of such authority to the bid document? YES / NO <u>(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.</u>
2.7.2.2	If no, furnish reasons for non-submission of such proof:
2.8	Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? YES / NO

2.8.1 If so, furnish particulars:

.....
.....
.....

2.9 Do you, or any person connected with the bidder, have **YES / NO**
any relationship (family, friend, other) with a person
employed by the state and who may be involved with
the evaluation and or adjudication of this bid?

2.9.1 If so, furnish particulars.

.....
.....
.....

Are you, or any person connected with the bidder, **YES/NO**
aware of any relationship (family, friend, other) between
any other bidder and any person employed by the state
who may be involved with the evaluation and or adjudication of this bid?

2. 10.1 If so, furnish particulars.

.....
.....
.....

Do you or any of the directors / trustees / shareholders / members **YES/NO**
of the company have any interest in any other related companies
whether or not they are bidding for this contract?

1. 1 1.1 If so, furnish particulars:

.....

.....

.....

FULL DETAILS OF DIRECTORS / TRUSTEES / MEMBERS / SHAREHOLDERS.

Full Name	Identity Number	Personal Tax Reference Number	State Employee Number / Persal Number

4 DECLARATION

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

BID SUBMISSION CERTIFICATE FORM

I hereby undertake to supply all or any of the goods, works, and services described in this procurement invitation to SANParks in accordance with the requirements and specifications stipulated in this Bid Invitation document at the price/s quoted.

My offer remains binding upon me and open for acceptance by SANParks during the validity period indicated and calculated from the closing time of Bid Invitation.

The following documents are deemed to form and be read and construed as part of this offer / bid even where integrated in this document:

Invitation to Bid (SBD 1)

Specification(s) set out in this Bid Invitation inclusive of any annexures thereto

Bidder's responses to this invitation as attached to this document

Pricing Schedule(s) (SBD3) including detailed schedules attached

CSD / Tax clearance letter where applicable

Declaration of Interest (SBD4);

Independent Price Determination (SBD 9)

Preference (SBD 6.1) claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2017 (SBD6.1) and supported by a valid BBBEE certificate that has been certified as either copy or original.

Declaration of Bidder's past SCM practice

General Conditions of Contract and special/additional

	(SBD 8)	conditions of contract as set out in this document
	NIPP Obligations (SBD 5) where applicable	Local Content and Local Manufacturing Certification (SBD 6.2) in accordance with the SABS standard where applicable
	I confirm that I have satisfied myself as to the correctness and validity of my offer / bid in response to this Bid Invitation; that the price(s) and rate(s) quoted cover all the goods, works and services specified in the Bid Invitation; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.	
	I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me in terms of this Bid Invitation as the principal liable for the due fulfilment of the subsequent contract if awarded to me.	
	I declare that I have had no participation in any collusive practices with any Bidder or any other person regarding this or any other Bid.	
	I certify that the information furnished in these declarations (SBD4, SBD6.1, SBD 6.2 where applicable, SBD5 where applicable, SBD8, SBD9) is correct and I accept that SANParks may reject the Bid or act against me should these declarations prove to be false.	
	I confirm that I am duly authorised to sign this offer/ bid response.	
NAME (PRINT)		
CAPACITY		
SIGNATURE		
Witness 1		
NAME		
SIGNATURE		
Witness 2		
NAME		
SIGNATURE		
DATE		

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Appendix A - Service Checklists

Unit:	1
Machine / Instrument Type:	Centrifuge
Brand:	Hermle
Model:	Z383
Serial No.:	30110006
Location:	Skukuza (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall condition of housing and lid (structural integrity, signs of damage, surface coating etc.) ✓ Inspect lid seal (signs of damage / disintegration / excessive wear etc.) and clean ✓ Inspect and clean speed verification window ✓ Inspect and clean lid hinges, lubricate where possible ✓ Inspect, clean and lubricate lid-locking mechanism ✓ Inspect LCD display, speed control regulator and timer (signs of damage, display and machine controls still in good condition and wording / numbers clearly visible) ✓ Inspect IC / electronic boards, rear of control panel and wiring and remove dust where accumulated ✓ Inspect, clean and lubricate rotor ✓ Inspect, clean and lubricate (as required) all sets of centrifuge buckets including alternative sets on site but not currently in the machine. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	

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Unit Testing

- ✓ Test acceleration and braking of rotor in all operational modes
- ✓ Check for excessive vibration of the unit during acceleration, running and braking
- ✓ Test automatic shut-down in the event of excessive vibration / unbalanced rotor buckets
- ✓ Test rotor speed (in RPM / RCF) using a SANAS calibrated tachometer (with traceable records to National Reference Standards). Verification to be done for at least five speed settings, including the unit's maximum and minimum operating speeds.
- ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.

Reporting

- ✓ See section 1.5 above.

Unit:	2
Machine / Instrument Type:	Centrifuge
Brand:	Eppendorf
Model:	FA45-24-11
Serial No.:	8132
Location:	Skukuza (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall condition of housing and lid (structural integrity, signs of damage, surface coating etc.) ✓ Inspect lid seal (signs of damage / disintegration / excessive wear etc.) and clean ✓ Inspect and clean speed verification window ✓ Inspect and clean lid hinges, lubricate where possible	

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✓ Inspect, clean and lubricate lid-locking mechanism ✓ Inspect LCD display, speed control regulator and timer (signs of damage, display and machine controls still in good condition and wording / numbers clearly visible) ✓ Inspect IC / electronic boards, rear of control panel and wiring and remove dust where accumulated ✓ Inspect, clean and lubricate rotor and rotor wells. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.
Repairs ✓ See Section 1.3 above.
Unit Testing ✓ Test acceleration and braking of rotor in all operational modes ✓ Check for excessive vibration of the unit during acceleration, running and braking ✓ Test rotor speed (in RPM / RCF) using a SANAS calibrated tachometer (with traceable records to National Reference Standards). Verification to be done for at least five speed settings, including the unit's maximum and minimum operating speeds. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	3
Machine / Instrument Type:	Micro-Haematocrit Centrifuge
Brand:	Gemmy Industrial Corp./K
Model:	KHT-400

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Serial No.:	113085
Location:	Skukuza (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall condition of housing and lid (structural integrity, signs of damage, surface coating etc.) and rubber supports (feet) ✓ Inspect and clean speed verification window ✓ Inspect and clean lid hinges, lubricate where possible ✓ Inspect and clean lid-locking mechanism. ✓ Inspect timer and power indicator light (signs of damage, machine timer / brake control still in good condition and wording / numbers clearly visible) ✓ Inspect IC / electronic boards, rear of control panel, motor and linkages and wiring and remove dust where accumulated ✓ Inspect and clean rotor. Clean rotor surrounds. ✓ Inspect rotor cover and cover locking / securing mechanism ✓ Inspect rotor gasket (signs of damage / disintegration / excessive wear etc.) and clean ✓ Inspect lid micro shut-off switch ✓ Inspect and replace carbon brushes as required. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Test operation (timer and braking function) ✓ Check for excessive vibration of the unit during acceleration, running and braking ✓ Check functioning of safety shut-off micro-switch in the lid assembly ✓ Test rotor speed (in RPM / RCF) using a SANAS calibrated tachometer (with traceable records to National Reference Standards). Unit has a set speed of 12 000 rpm. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.	

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Reporting

- ✓ See section 1.5 above.

Unit:	4
Machine / Instrument Type:	Incubator
Brand:	Scientific Series
Model:	228
Serial No.:	1100004003226
Location:	Skukuza (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall exterior condition of unit and door (structural integrity, signs of damage, surface coating etc.) ✓ Inspect chamber and trays / racks / shelves (signs of damage / corrosion etc.) and clean all surfaces including door interior ✓ Inspect and clean door hinges, seal and locking mechanism. Lubricate hinges where possible. ✓ Inspect, for signs of damage, the heating element and thermal cut-off as well as the wiring to these components ✓ Inspect temperature control panel (signs of damage, display and machine controls still in good condition and wording / numbers clearly visible) ✓ Inspect ventilation flap mechanism. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs	

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✓ See Section 1.3 above.
Unit Testing ✓ Test power switch, safety thermostat and temperature control ✓ Test ventilation mechanism for proper functioning ✓ Test unit set temperature using SANAS calibrated thermometer (with traceable records to National Reference Standards). Minimum: One test at 37.0°C set point. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	5
Machine / Instrument Type:	Incubator
Brand:	Labotec
Model:	296
Serial No.:	0300009515296R00
Location:	Skukuza (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch	

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✓ Inspect overall exterior condition of unit and door (structural integrity, signs of damage, surface coating etc.) ✓ Inspect chamber and trays / racks / shelves (signs of damage / corrosion etc.) and clean all surfaces including door interior ✓ Inspect and clean door hinges, seal and locking mechanism. Lubricate hinges where possible. ✓ Inspect, for signs of damage, the heating element and thermal cut-off as well as the wiring to these components ✓ Inspect temperature control panel (signs of damage, display and machine controls still in good condition and wording / numbers clearly visible) ✓ Inspect ventilation flap mechanism. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.
Repairs ✓ See Section 1.3 above.
Unit Testing ✓ Test power switch, safety thermostat and temperature control ✓ Test fan / ventilation mechanism for proper functioning ✓ Test unit set temperature using SANAS calibrated thermometer (with traceable records to National Reference Standards). Minimum: One test at 37.0°C set point. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	6
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Machine / Instrument Type:	Incubator
Brand:	Forma Scientific (Thermoscience)
Model:	311
Serial No.:	67577-333
Location:	Skukuza (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall exterior condition of unit and doors (structural integrity, signs of damage, surface coating etc.) ✓ Inspect chamber and trays / racks / shelves (signs of damage / corrosion etc.) and clean all surfaces including door interior ✓ Inspect and clean interior (glass) and exterior (steel) doors, hinges, seals and locking mechanism. Lubricate hinges where possible. ✓ Inspect, for signs of damage, the heating element and thermal cut-off as well as the wiring to these components ✓ Inspect temperature control panel (signs of damage, display and machine controls still in good condition and wording / numbers clearly visible) ✓ Inspect fan / ventilation mechanism ✓ Inspect relative humidity system controls and components ✓ Inspect CO2 cylinder, regulator, gas line to unit and supply to chamber ✓ Inspect HEPA filters. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Test power switch, safety thermostat / over temperature safety mechanism and temperature control ✓ Test fan / air pump mechanism for proper functioning	

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✓ Test unit set temperature using SANAS calibrated thermometer (with traceable records to National Reference Standards). Minimum: One test at 37.0°C set point. ✓ Test CO₂ level using a combustion kit. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	7
Machine / Instrument Type:	Microscope
Brand:	Nikon
Model:	Optiphot
Serial No.:	219803
Location:	Skukuza (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect and dry-clean lamps and wiring ✓ Inspect light intensity regulator (brightness adjustment) and switches ✓ Inspect and lubricate all moving parts, including X and Y stage mechanisms, turret, head, interpupillary adjustment etc. etc. (lubricate only as required) ✓ Inspect, clean and reinstall all ocular lenses (eyepieces) ✓ Inspect, clean and reinstall all objective lenses	

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✓ Inspect and clean iris / diaphragm and condenser ✓ Inspect and clean coarse and fine controls ✓ Check all components are secure and aligned as necessary on the unit (including light source, securing / clamping screws etc.) ✓ Check overall unit positioning, signs of excessive dust build-up and presence / condition of dust cover. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.
Repairs ✓ See Section 1.3 above.
Unit Testing ✓ Validate unit using a 0.01mm Stage Micro-meter ✓ Verify unit is operating as intended. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	8
Machine / Instrument Type:	Microscope
Brand:	Olympus
Model:	BX41
Serial No.:	7M12791

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Location:	Skukuza (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect and dry-clean lamps and wiring ✓ Inspect light intensity regulator (brightness adjustment) and switches ✓ Inspect and lubricate all moving parts, including X and Y stage mechanisms, turret, head, interpupillary adjustment etc. (lubricate only as required) ✓ Inspect, clean and reinstall all ocular lenses (eyepieces) ✓ Inspect, clean and reinstall all objective lenses ✓ Inspect and clean iris / diaphragm, condenser and filters ✓ Inspect and clean coarse and fine controls ✓ Check all components are secure and aligned as necessary on the unit (including securing / clamping screws etc.) ✓ Check overall unit positioning, signs of excessive dust build-up and presence / condition of dust cover. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Validate unit using a 0.01mm Stage Micro-meter ✓ Verify unit is operating as intended. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.	
Reporting ✓ See section 1.5 above.	

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Unit:	9
Machine / Instrument Type:	Microscope - Stereoscopic
Brand:	Nikon
Model:	C-LEDS
Serial No.:	228095
Location:	Skukuza (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect and the light source and wiring ✓ Inspect light adjustment switches ✓ Inspect stage plate ✓ Inspect and lubricate (if required) all moving parts, including focus mechanism, zoom mechanism, vertical slider etc. Check torque of focus knob is appropriate. ✓ Inspect, clean and reinstall all ocular lenses (eyepieces) ✓ Inspect, clean and reinstall auxiliary objective lenses if present ✓ Check all components are secure and aligned as necessary on the unit (including light source, securing / clamping screws etc.) ✓ Check overall unit positioning, signs of excessive dust build-up and presence / condition of dust cover. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	

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Repairs ✓ See Section 1.3 above.
Unit Testing ✓ Validate unit using a suitable reference object ✓ Verify unit is operating as intended. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	10
Machine / Instrument Type:	Autoclave
Brand:	Pselecta
Model:	4001136
Serial No.:	383684
Location:	Skukuza (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect power cable and mains switch	

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1

✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect, clean and lubricate lid locking mechanism ✓ Inspect, clean and lubricate lid hinges ✓ Inspect lid seal (wear, cracks any other obvious damage) ✓ Inspect heating element and associated wiring for corrosion or other defects ✓ Inspect drying heating element for any defects ✓ Inspect main control board, keypad, LCD display, pressure gauge and pilot lights ✓ Inspect steam trap valve for any defects ✓ Inspect pressure/temperature regulator for any defects and clean ✓ Inspect vacuum pump and vacuum tubes for any defects ✓ Inspect and clean inner chamber's thermistor ✓ Inspect and clean safety/over temperature thermistor ✓ Inspect drain valve and drain tube, clean by purging with steam under pressure and ensure drain is free of accumulated debris. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.
Repairs ✓ See Section 1.3 above.
Unit Testing ✓ Fill unit with water, at operating level, and run test cycle. Validate the operation of the following: — Unit Heating — Set Temperature — Timer — End-of-cycle buzzer ✓ Calibrate operating temperature of unit with SANAS calibrated Thermometer (traceable to National Reference Standards) for a minimum of one cycle. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	11
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Machine / Instrument Type:	Precision Scale
Brand:	Denver Instruments
Model:	P1-114
Serial No.:	P1114092020
Location:	Skukuza (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect power cable and mains switch ✓ Power cable and mains switch supply inspected ✓ Clean and inspect loading pan ✓ Inspect gum plugs and balance feet as well as levelling of the unit on the worktop ✓ Inspect and clean overall unit exterior and LCD display ✓ Inspect balance surroundings for cleanliness and the unit's location away from direct sunlight, vibration and air conditioner draft. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Calibrate the unit using standard mass pieces (SANAS calibrated, traceable to National Reference Standards) ✓ After calibration / adjustment, test the unit. Tests must include Settling Time; Linearity; Repeatability and Off-Centre Load tests and results to be reported with deviations from expected values / standard deviations as applicable. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.	
Reporting ✓ See section 1.5 above.	

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Unit:	12
Machine / Instrument Type:	Vortex
Brand:	Velp Scientifica
Model:	ZX3
Serial No.:	427744
Location:	Skukuza (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect power cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect main circuit board ✓ Inspect motor and its terminals ✓ Inspect eccentric unit and bearings and lubricate where possible ✓ Inspect condition of sample platform ✓ Inspect and clean feet, confirm grip force is sufficient ✓ Check switches and frequency (speed) rheostat.	

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✓ Undertake any other relevant and necessary service interventions not explicitly listed above.
Repairs ✓ See Section 1.3 above.
Unit Testing ✓ Test functioning in manual (touch) and continuous mode ✓ Test speed settings (min and max). ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	13
Machine / Instrument Type:	Plate Shaker
Brand:	Stuart
Model:	SSMS
Serial No.:	R240000524

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Location:	Skukuza (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect power cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect main circuit board ✓ Inspect LCD display ✓ Inspect motor and its terminals ✓ Inspect eccentric unit and bearings and lubricate where possible ✓ Inspect and clean shaker platform ✓ Inspect and clean feet, confirm grip force is sufficient ✓ Check power switch, control buttons and speed/time control rheostat. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Test timed-period and continuous operation modes ✓ Verify set time and speed using SANAS calibrated Tachometer and Stop Watch (test equipment traceable to National Standards). Minimum three speed test points. ✓ Confirm unit is fully functional. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.	
Reporting ✓ See section 1.5 above.	

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Unit:	14
Machine / Instrument Type:	Roller Mixer
Brand:	Stuart
Model:	SRT9D
Serial No.:	R000100531
Location:	Skukuza (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect power cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect motor and lubricate all applicable parts where required / possible ✓ Inspect IC board, check wiring and dry-clean ✓ Inspect speed control knob and control buttons ✓ Inspect LCD display and clean ✓ Inspect rollers (signs of wear, parallel alignment etc.) and clean ✓ Inspect and clean feet, confirm grip force is sufficient on workbench. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Test timed-period and continuous operation modes	

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✓ Verify set time and speed using SANAS calibrated Tachometer and Stop Watch (test equipment traceable to National Standards). Minimum three speed test points. ✓ Confirm unit is fully functional. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	15
Machine / Instrument Type:	Traceable Platinum Thermometer
Brand:	Fisher Scientific
Model:	15-077-961, FB50286, 255NL
Serial No.:	140499073
Location:	Skukuza (VWS Laboratory)
Service Interval:	24 Months
Service Breakdown	
Service Checklist ✓ Inspect overall exterior condition of unit and temperature probe (structural integrity, signs of damage, surface coating etc.) and clean exterior surfaces	

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✓ Inspect LCD screen (no damage, numbers clearly visible etc.) ✓ Inspect batteries (9v) and battery compartment as well as battery terminals (check for corrosion, leaking batteries etc.). ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.
Repairs ✓ See Section 1.3 above.
Unit Testing ✓ Testing of this unit must be done at a SANAS accredited facility for the calibration and verification of thermometers / temperature probes. Proof of SANAS accreditation must be provided. ✓ Calibrate the unit by comparison to laboratory standards at the following temperatures (required as a minimum): -80.0 °C -20.0 °C +2.0 °C +8.0 °C +37.0 °C ✓ Adjust the unit settings as required to ensure accurate operation and verify the recalibrated unit. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

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Unit:	16
Machine / Instrument Type:	Biological Safety Cabinet Class II
Brand:	Biobase
Model:	Class II
Serial No.:	N/A
Location:	Skukuza (VWS Laboratory)
Service Interval:	6 Months
Service Breakdown	
Service Checklist ✓ Inspect power cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Clean and decontaminate inner work surface and sump (prior to internal service procedure) ✓ Inspect sash and sash opening and closing mechanism ✓ Inspect lighting, control switches, meters, wiring, blower fan, vents etc. ✓ Inspect general installation (stable base, unit surroundings, ambient conditions) ✓ Provide and install new HEPA filters / fluorescent light tubes as required (also see section below). ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Test unit down-flow speed (uniformity) at intervals across work area using a calibrated thermal anemometer with a rigid support / mounting. ✓ Test unit in-flow speed (uniformity) at intervals across work area opening with unit set up as per normal operation.	

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✓ Test and evaluate airflow pattern (air flows smoothly downwards with no dead spots or reflux or escape around sash / opening) using smoke test. An aerosol / smoke generator producing a neutrally buoyant aerosol must be utilised for this test. ✓ Test the HEPA filters and associated components (both down-flow and exhaust) for leaks, using a calibrated photometer and a calibrated aerosol generator, confirm upstream concentrations indicating the filters are under challenge during the test procedure. ✓ Test alarm function as per unit specification (airflow / window). ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	17
Machine / Instrument Type:	Biological Safety Cabinet Class II
Brand:	Labotec
Model:	Class II
Serial No.:	N/A
Location:	Skukuza (VWS Laboratory)
Service Interval:	6 Months
Service Breakdown	
Service Checklist ✓ Inspect power cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Clean and decontaminate inner work surface and sump (prior to internal service procedure) ✓ Inspect sash and sash opening and closing mechanism ✓ Inspect lighting, control switches, meters, wiring, blower fan, vents etc. ✓ Inspect general installation (stable base, unit surroundings, ambient conditions)	

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✓ Provide and install new HEPA filters / fluorescent light tubes as required (also see section below). ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.
Repairs ✓ See Section 1.3 above.
Unit Testing ✓ Test unit down-flow speed (uniformity) at intervals across work area using a calibrated thermal anemometer with a rigid support / mounting. ✓ Test unit in-flow speed (uniformity) at intervals across work area opening with unit set up as per normal operation. ✓ Test and evaluate airflow pattern (air flows smoothly downwards with no dead spots or reflux or escape around sash / opening) using smoke test. An aerosol / smoke generator producing a neutrally buoyant aerosol must be utilised for this test. ✓ Test the HEPA filters and associated components (both down-flow and exhaust) for leaks, using a calibrated photometer and a calibrated aerosol generator, confirm upstream concentrations indicating the filters are under challenge during the test procedure. ✓ Test alarm function as per unit specification (airflow / window). ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	18
Machine / Instrument Type:	Laminar Flow Hood (Horizontal)
Brand:	Howden
Model:	LT6 MK2
Serial No.:	N/A
Location:	Skukuza (VWS Laboratory)

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Service Interval:	6 Months
Service Breakdown	
Service Checklist ✓ Inspect power cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Clean and decontaminate inner work surface (prior to internal service procedure) ✓ Inspect lighting, control switches, meters, wiring, blower fan, vents etc. ✓ Inspect general installation (stable base, unit surroundings, ambient conditions) ✓ Provide and install new HEPA filters / fluorescent light tubes as required (also see section below). ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Test unit cross-flow speed (uniformity) at intervals across work area using a calibrated thermal anemometer with a rigid support / mounting. ✓ Test and visually evaluate airflow pattern (air flows smoothly across work area with no dead spots or reflux or unintended escape) using smoke test. An aerosol / smoke generator producing a neutrally buoyant aerosol must be utilised for this test. ✓ Test the HEPA filters for leaks, using a calibrated photometer and a calibrated aerosol generator, confirm upstream concentrations indicating the filters are under challenge during the test procedure. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.	
Reporting ✓ See section 1.5 above.	

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Unit:	19
Machine / Instrument Type:	Free Flow Fume Cupboard (1.5m)
Brand:	E.C. Laridon
Model:	60FFFC
Serial No.:	N/A
Location:	Skukuza (VWS Laboratory)
Service Interval:	6 Months
Service Breakdown	
Service Checklist ✓ Inspect power supply and extractor control unit ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect, clean and decontaminate inner work surface ✓ Inspect lighting, control switches, wiring, blower fan, vents etc. ✓ Inspect sash / protective shield and its functioning. ✓ Inspect general installation (stable base, unit surroundings, ambient conditions) ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Visually evaluate airflow pattern (inflow and upflow across work area with no dead spots or reflux or unintended escape) using smoke test. ✓ Test unit inflow at intervals across work area opening using a calibrated thermal anemometer with a rigid support / mounting. ✓ No HEPA filter testing required, unit contains only a carbon filter.	

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✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	20
Machine / Instrument Type:	Micro-plate Reader
Brand:	BioTek instruments
Model:	ELx800
Serial No.:	1304238
Location:	Skukuza (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall condition of housing and lid (structural integrity, signs of damage, surface coating etc.) and clean as required	

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✓ Inspect IC / electronic boards, rear of control panel and wiring and remove dust where accumulated ✓ Inspect and clean filters ✓ Inspect and clean lenses ✓ Inspect and clean carrier system ✓ Inspect and clean guide rails ✓ Check lamp and replace as required. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Test overall machine operation (e.g. powers up, plate loading, communicates as intended with peripherals including PC and printer etc.) ✓ Run System Self-Test ✓ Run Absorbance Plate Test using Biotek's Absorbance Test Plate (not supplied). (PN 9000547 or PN 7260522), with its accompanying Standards Certificate. Details to be provided to the relevant laboratory manager. — Test plate mechanical alignment — Test machine functioning for at least four of the following wavelengths using calibration plate: 405nm / 415nm / 450nm / 490nm / 630nm Tests performed for both optical accuracy/linearity and repeatability of the instrument. ✓ Run Liquid Test 1/2/3 if requested by relevant laboratory manager. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.	
Reporting ✓ See section 1.5 above.	
Unit:	21
Machine / Instrument Type:	Centrifuge
Brand:	Hermle

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Model:	Z383
Serial No.:	30130038
Location:	Kimberly (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall condition of housing and lid (structural integrity, signs of damage, surface coating etc.) ✓ Inspect lid seal (signs of damage / disintegration / excessive wear etc.) and clean ✓ Inspect and clean speed verification window ✓ Inspect and clean lid hinges, lubricate where possible ✓ Inspect, clean and lubricate lid-locking mechanism ✓ Inspect LCD display, speed control regulator and timer (signs of damage, display and machine controls still in good condition and wording / numbers clearly visible) ✓ Inspect IC / electronic boards, rear of control panel and wiring and remove dust where accumulated ✓ Inspect, clean and lubricate rotor ✓ Inspect, clean and lubricate (as required) all sets of centrifuge buckets including alternative sets on site but not currently in the machine. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Test acceleration and braking of rotor in all operational modes ✓ Check for excessive vibration of the unit during acceleration, running and braking ✓ Test automatic shut-down in the event of excessive vibration / unbalanced rotor buckets ✓ Test rotor speed (in RPM / RCF) using a SANAS calibrated tachometer (with traceable records to National Reference Standards). Verification to be done for at least five speed settings, including the unit's maximum and minimum operating speeds.	

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✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	22
Machine / Instrument Type:	Micro-Haematocrit Centrifuge
Brand:	Gemmy Industrial Corp./K
Model:	KHT-400
Serial No.:	1404629
Location:	Kimberly (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall condition of housing and lid (structural integrity, signs of damage, surface coating etc.) and rubber supports (feet) ✓ Inspect and clean speed verification window ✓ Inspect and clean lid hinges, lubricate where possible ✓ Inspect and clean lid-locking mechanism. ✓ Inspect timer and power indicator light (signs of damage, machine timer / brake control still in good condition and wording / numbers clearly visible) ✓ Inspect IC / electronic boards, rear of control panel, motor and linkages and wiring and remove dust where accumulated ✓ Inspect and clean rotor. Clean rotor surrounds. ✓ Inspect rotor cover and cover locking / securing mechanism ✓ Inspect rotor gasket (signs of damage / disintegration / excessive wear etc.) and clean	

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✓ Inspect lid micro shut-off switch ✓ Inspect and replace carbon brushes as required. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.
Repairs ✓ See Section 1.3 above.
Unit Testing ✓ Test operation (timer and braking function) ✓ Check for excessive vibration of the unit during acceleration, running and braking ✓ Check functioning of safety shut-off micro-switch in the lid assembly ✓ Test rotor speed (in RPM / RCF) using a SANAS calibrated tachometer (with traceable records to National Reference Standards). Unit has a set speed of 12 000 rpm. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	23
Machine / Instrument Type:	Incubator
Brand:	Scientific Series
Model:	296
Serial No.:	1000008714296R00
Location:	Kimberly (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	

Draft

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Service Checklist

- ✓ Inspect mains plug, power supply cable and mains switch
- ✓ Inspect overall exterior condition of unit and door (structural integrity, signs of damage, surface coating etc.)
- ✓ Inspect chamber and trays / racks / shelves (signs of damage / corrosion etc.) and clean all surfaces including door interior
- ✓ Inspect and clean door hinges, seal and locking mechanism. Lubricate hinges where possible.
- ✓ Inspect, for signs of damage, the heating element and thermal cut-off as well as the wiring to these components
- ✓ Inspect temperature control panel (signs of damage, display and machine controls still in good condition and wording / numbers clearly visible)
- ✓ Inspect ventilation flap mechanism.
- ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.

Repairs

- ✓ See Section 1.3 above.

Unit Testing

- ✓ Test power switch, safety thermostat and temperature control
- ✓ Test ventilation mechanism for proper functioning
- ✓ Test unit set temperature using SANAS calibrated thermometer (with traceable records to National Reference Standards). Minimum: One test at 37.0°C set point.
- ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.

Reporting

- ✓ See section 1.5 above.

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Unit:	24
Machine / Instrument Type:	Microscope
Brand:	Olympus
Model:	CX Range
Serial No.:	200902099
Location:	Kimberly (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect and dry-clean lamps and wiring ✓ Inspect light intensity regulator (brightness adjustment) and switches ✓ Inspect and lubricate all moving parts, including X and Y stage mechanisms, turret, head, interpupillary adjustment etc. (lubricate only as required) ✓ Inspect, clean and reinstall all ocular lenses (eyepieces) ✓ Inspect, clean and reinstall all objective lenses ✓ Inspect and clean iris / diaphragm, condenser and filters ✓ Inspect and clean coarse and fine controls ✓ Check all components are secure and aligned as necessary on the unit (including securing / clamping screws etc.) ✓ Check overall unit positioning, signs of excessive dust build-up and presence / condition of dust cover. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Validate unit using a 0.01mm Stage Micro-meter	

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1

✓ Verify unit is operating as intended. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	25
Machine / Instrument Type:	Microscope
Brand:	Olympus
Model:	CX Range
Serial No.:	200902100
Location:	Kimberly (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect and dry-clean lamps and wiring ✓ Inspect light intensity regulator (brightness adjustment) and switches ✓ Inspect and lubricate all moving parts, including X and Y stage mechanisms, turret, head, interpupillary adjustment etc. (lubricate only as required) ✓ Inspect, clean and reinstall all ocular lenses (eyepieces)	

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✓ Inspect, clean and reinstall all objective lenses ✓ Inspect and clean iris / diaphragm, condenser and filters ✓ Inspect and clean coarse and fine controls ✓ Check all components are secure and aligned as necessary on the unit (including securing / clamping screws etc.) ✓ Check overall unit positioning, signs of excessive dust build-up and presence / condition of dust cover. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.
Repairs ✓ See Section 1.3 above.
Unit Testing ✓ Validate unit using a 0.01mm Stage Micro-meter ✓ Verify unit is operating as intended. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	26
Machine / Instrument Type:	Microscope
Brand:	Leica Biomed
Model:	512938

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Serial No.:	185552
Location:	Kimberly (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect and dry-clean lamps and wiring ✓ Inspect light intensity regulator (brightness adjustment) and switches ✓ Inspect and lubricate all moving parts, including X and Y stage mechanisms, turret, head, interpupillary adjustment etc. (lubricate only as required) ✓ Inspect, clean and reinstall all ocular lenses (eyepieces) ✓ Inspect, clean and reinstall all objective lenses ✓ Inspect and clean iris / diaphragm, condenser and filters ✓ Inspect and clean coarse and fine controls ✓ Check all components are secure and aligned as necessary on the unit (including securing / clamping screws etc.) ✓ Check overall unit positioning, signs of excessive dust build-up and presence / condition of dust cover. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Validate unit using a 0.01mm Stage Micro-meter ✓ Verify unit is operating as intended. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.	
Reporting ✓ See section 1.5 above.	

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Unit:	27
Machine / Instrument Type:	Microscope - Stereoscopic
Brand:	Kyowa
Model:	Unknown
Serial No.:	720263
Location:	Kimberly (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect and the light source and wiring ✓ Inspect light adjustment switches ✓ Inspect stage plate ✓ Inspect and lubricate (if required) all moving parts, including focus mechanism, zoom mechanism, vertical slider etc. Check torque of focus knob is appropriate. ✓ Inspect, clean and reinstall all ocular lenses (eyepieces) ✓ Inspect, clean and reinstall auxillary objective lenses if present ✓ Check all components are secure and aligned as necessary on the unit (including light source, securing / clamping screws etc.) ✓ Check overall unit positioning, signs of excessive dust build-up and presence / condition of dust cover. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	

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✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Repairs ✓ See Section 1.3 above.
Unit Testing ✓ Validate unit using a suitable reference object ✓ Verify unit is operating as intended.
Reporting ✓ See section 1.5 above.

Unit:	28
Machine / Instrument Type:	Autoclave
Brand:	Hospi Sterilizers CC
Model:	Anzy Mark III
Serial No.:	-
Location:	Kimberly (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect power cable and mains switch	

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✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect, clean and lubricate door locking mechanism ✓ Inspect, clean and lubricate door hinges ✓ Inspect door seal (wear, cracks any other obvious damage) ✓ Inspect heating element and associated wiring for corrosion or other defects ✓ Inspect drying heating element for any defects ✓ Inspect main control switches, pressure gauge and indicator lights ✓ Inspect steam trap valve for any defects ✓ Inspect pressure/temperature regulator for any defects and clean ✓ Inspect and clean inner chamber's thermistor ✓ Inspect and clean safety/over temperature thermistor ✓ Inspect drain valve and drain tube, clean by purging with steam under pressure and ensure drain is free of accumulated debris. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.
Repairs ✓ See Section 1.3 above.
Unit Testing ✓ Fill unit with water, at operating level, and run test cycle. Validate the operation of the following: — Unit Heating — Set Temperature — Timer — End-of-cycle buzzer ✓ Calibrate operating temperature of unit with SANAS calibrated Thermometer (traceable to National Reference Standards) for a minimum of one cycle. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	29
Machine / Instrument Type:	Precision Scale

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Brand:	Radwag
Model:	PS 4500.R2 (0.5g – 45g)
Serial No.:	476698
Location:	Kimberly (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect power cable and mains switch ✓ Clean and inspect loading pan ✓ Inspect gum plugs and balance feet as well as levelling of the unit on the worktop ✓ Inspect and clean overall unit exterior and LCD display ✓ Inspect balance surroundings for cleanliness and the unit's location away from direct sunlight, vibration and air conditioner draft. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Calibrate the unit using standard mass pieces (SANAS calibrated, traceable to National Reference Standards) ✓ After calibration / adjustment, test the unit. Tests must include Settling Time; Linearity; Repeatability and Off-Centre Load tests and results to be reported with deviations from expected values / standard deviations as applicable. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.	
Reporting ✓ See section 1.5 above.	

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Unit:	30
Machine / Instrument Type:	Roller Mixer
Brand:	Stuart
Model:	SRT9
Serial No.:	R880000504
Location:	Kimberly (VWS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect power cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect motor and lubricate all applicable parts were required / possible ✓ Inspect IC board, check wiring and dry-clean ✓ Inspect speed control knob and control buttons ✓ Inspect LCD display and clean ✓ Inspect rollers (signs of wear, parallel alignment etc.) and clean ✓ Inspect and clean feet, confirm grip force is sufficient on workbench. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs	

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✓ See Section 1.3 above.
Unit Testing ✓ Test timed-period and continuous operation modes ✓ Verify set time and speed using SANAS calibrated Tachometer and Stop Watch (test equipment traceable to National Standards). Minimum three speed test points. ✓ Confirm unit is fully functional. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	31
Machine / Instrument Type:	Autoclavable Pipette x 5
Brand:	Thermo Fisher Scientific
Model:	5000DG
Serial No.:	A16003092 / A09001512 / A09001652 / A16026122 / A16003162
Location:	Kimberly (VWS Laboratory)

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Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect overall external condition of the pipette ✓ Inspect tip holder for signs of damage / scratches ✓ Inspect volume indicator (clearly visible, numbers easily read) ✓ Inspect all major components (plunger rod, friction ring, volume adjuster, piston, springs, couplings, shaft, tip ejector etc.) ✓ Inspect O-ring and replace as required. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Perform leak test on assembled unit. ✓ Verify unit operation as per SANAS volumetrology guidelines / ISO 8655-6 guidelines, with at least five measurements done at a minimum of three volume settings, one of which must be the nominal volume setting of the unit under test. ✓ Verify unit is operating as intended and report the random and systematic errors of the unit under test. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.	
Reporting ✓ See section 1.5 above.	

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Unit:	32
Machine / Instrument Type:	Centrifuge
Brand:	Hermle
Model:	Z383 K
Serial No.:	31100010
Location:	Skukuza (SS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall condition of housing and lid (structural integrity, signs of damage, surface coating etc.) ✓ Inspect lid seal (signs of damage / disintegration / excessive wear etc.) and clean ✓ Inspect and clean speed verification window ✓ Inspect and clean lid hinges, lubricate where possible ✓ Inspect, clean and lubricate lid-locking mechanism ✓ Inspect LCD display, speed control regulator and timer (signs of damage, display and machine controls still in good condition and wording / numbers clearly visible) ✓ Inspect IC / electronic boards, rear of control panel and wiring / cooling system and remove dust where accumulated ✓ Inspect, clean and lubricate (as required) rotor and all sets of centrifuge buckets including alternative sets on site but not currently in the machine. ✓ Inspect all components of cooling system. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	

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Unit Testing

- ✓ Test acceleration and braking of rotor in all operational modes
- ✓ Check for excessive vibration of the unit during acceleration, running and braking
- ✓ Test automatic shut-down in the event of excessive vibration / unbalanced rotor buckets
- ✓ Test rotor speed (in RPM / RCF) using a SANAS calibrated tachometer (with traceable records to National Reference Standards). Verification to be done for at least five speed settings, including the unit's maximum and minimum operating speeds.
- ✓ Test cooling system. Check precooling function is operational as per OEM specifications and verify set temperature is within OEM specification ($\pm 2^{\circ}\text{C}$) using SANAS calibrated thermometer (with traceable records to National Reference Standards).
- ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.

Reporting

- ✓ See section 1.5 above.

Unit:	33
Machine / Instrument Type:	Micro-Haematocrit Centrifuge
Brand:	Gemmy Industrial Corp./K
Model:	KHT-400
Serial No.:	010853
Location:	Skukuza (SS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist	
✓ Inspect mains plug, power supply cable and mains switch	

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✓ Inspect overall condition of housing and lid (structural integrity, signs of damage, surface coating etc.) and rubber supports (feet) ✓ Inspect and clean speed verification window ✓ Inspect and clean lid hinges, lubricate where possible ✓ Inspect and clean lid-locking mechanism. ✓ Inspect timer and power indicator light (signs of damage, machine timer / brake control still in good condition and wording / numbers clearly visible) ✓ Inspect IC / electronic boards, rear of control panel, motor and linkages and wiring and remove dust where accumulated ✓ Inspect and clean rotor. Clean rotor surrounds. ✓ Inspect rotor cover and cover locking / securing mechanism ✓ Inspect rotor gasket (signs of damage / disintegration / excessive wear etc.) and clean ✓ Inspect lid micro shut-off switch ✓ Inspect and replace carbon brushes as required. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Test operation (timer and braking function) ✓ Check for excessive vibration of the unit during acceleration, running and braking ✓ Check functioning of safety shut-off micro-switch in the lid assembly ✓ Test rotor speed (in RPM / RCF) using a SANAS calibrated tachometer (with traceable records to National Reference Standards). Unit has a set speed of 12 000 rpm. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.	
Reporting ✓ See section 1.5 above.	
Unit:	34
Machine / Instrument Type:	Incubator (CO2, Water Jacketed)
Brand:	Thermo Scientific

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Model:	3111 Series II Water Jacket
Serial No.:	319144 - 15226
Location:	Skukuza (SS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall exterior condition of unit and doors (structural integrity, signs of damage, surface coating etc.) ✓ Inspect chamber and trays / racks / shelves (signs of damage / corrosion etc.) and clean all surfaces including door interior ✓ Inspect and clean interior (glass) and exterior (steel) doors, hinges, seals and locking mechanism. Lubricate hinges where possible. ✓ Inspect, for signs of damage, the heating element and thermal cut-off as well as the wiring to these components ✓ Inspect temperature control panel (signs of damage, display and machine controls still in good condition and wording / numbers clearly visible) ✓ Inspect fan / ventilation mechanism ✓ Inspect relative humidity system controls and components ✓ Inspect CO2 cylinder, regulator, gas line to unit and supply to chamber ✓ Inspect HEPA filters. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Test power switch, safety thermostat / over temperature safety mechanism and temperature control ✓ Test fan / air circulation mechanism for proper functioning ✓ Test unit set temperature using SANAS calibrated thermometer (with traceable records to National Reference Standards). Minimum: One test at 37.0oC set point. ✓ Test CO2 level using a combustion kit.	

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1

✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	35
Machine / Instrument Type:	Microscope
Brand:	Olympus
Model:	BX41TF
Serial No.:	9E10725
Location:	Skukuza (SS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect and dry-clean lamps and wiring ✓ Inspect light intensity regulator (brightness adjustment) and switches ✓ Inspect and lubricate all moving parts, including X and Y stage mechanisms, turret, head, interpupillary adjustment etc. (lubricate only as required) ✓ Inspect, clean and reinstall all ocular lenses (eyepieces) ✓ Inspect, clean and reinstall all objective lenses ✓ Inspect and clean iris / diaphragm, condenser and filters ✓ Inspect and clean coarse and fine controls ✓ Inspect and clean digital camera and cables	

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1

✓ Check all components are secure and aligned as necessary on the unit (including securing / clamping screws etc.) ✓ Check overall unit positioning, signs of excessive dust build-up and presence / condition of dust cover. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.
Repairs ✓ See Section 1.3 above.
Unit Testing ✓ Validate unit using a 0.01mm Stage Micro-meter ✓ Verify unit is operating as intended, including camera unit and software functioning as intended on dedicated PC. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	36
Machine / Instrument Type:	Microscope - Stereoscopic
Brand:	Nikon
Model:	C-LEDs
Serial No.:	224534
Location:	Skukuza (SS Laboratory)
Service Interval:	12 Months

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Service Breakdown
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect and the light source and wiring ✓ Inspect light adjustment switches ✓ Inspect stage plate ✓ Inspect and lubricate (if required) all moving parts, including focus mechanism, zoom mechanism, vertical slider etc. Check torque of focus knob is appropriate. ✓ Inspect, clean and reinstall all ocular lenses (eyepieces) ✓ Inspect, clean and reinstall auxillary objective lenses if present ✓ Check all components are secure and aligned as necessary on the unit (including light source, securing / clamping screws etc.) ✓ Check overall unit positioning, signs of excessive dust build-up and presence / condition of dust cover. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.
Repairs ✓ See Section 1.3 above.
Unit Testing ✓ Validate unit using a suitable reference object ✓ Verify unit is operating as intended. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

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Unit:	37
Machine / Instrument Type:	Microscope - Stereoscopic
Brand:	Leica
Model:	EZ4W
Serial No.:	1054522
Location:	Skukuza (SS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect mains plug, power supply cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect and the light source and wiring ✓ Inspect light adjustment switches ✓ Inspect stage plate ✓ Inspect and lubricate (if required) all moving parts, including focus mechanism, zoom mechanism, vertical slider etc. Check torque of focus knob is appropriate. ✓ Inspect, clean and reinstall all ocular lenses (eyepieces) ✓ Inspect, clean and reinstall auxillary objective lenses if present ✓ Check all components are secure and aligned as necessary on the unit (including light source, securing / clamping screws etc.) ✓ Check overall unit positioning, signs of excessive dust build-up and presence / condition of dust cover. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Validate unit using a suitable reference object	

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1

✓ Verify unit is operating as intended. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	38
Machine / Instrument Type:	Autoclave
Brand:	Rexmed
Model:	RAU - 530D
Serial No.:	RAU - 5300 - 11010
Location:	Skukuza (SS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect power cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect, clean and lubricate lid locking mechanism ✓ Inspect, clean and lubricate lid hinges ✓ Inspect lid seal (wear, cracks any other obvious damage) ✓ Inspect heating element and associated wiring for corrosion or other defects ✓ Inspect drying heating element for any defects	

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1

✓ Inspect main control board, keypad, LCD display, pressure gauge and pilot lights ✓ Inspect steam trap valve for any defects ✓ Inspect pressure/temperature regulator for any defects and clean ✓ Inspect and clean inner chamber's thermistor ✓ Inspect and clean safety/over temperature thermistor ✓ Inspect drain valve and drain tube, clean by purging with steam under pressure and ensure drain is free of accumulated debris. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.
Repairs ✓ See Section 1.3 above.
Unit Testing ✓ Fill unit with water, at operating level, and run test cycle. Validate the operation of the following: — Unit Heating — Set Temperature — Timer — Buzzer ✓ Test dryer function ✓ Calibrate operating temperature of unit with SANAS calibrated Thermometer (traceable to National Reference Standards) for a minimum of one cycle. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	39
Machine / Instrument Type:	Precision Scale
Brand:	Radwag
Model:	WLC 1/A2/C/2
Serial No.:	321371/11

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Location:	Skukuza (SS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect power cable and mains switch ✓ Clean and inspect loading pan ✓ Inspect gum plugs and balance feet as well as levelling of the unit on the worktop ✓ Inspect and clean overall unit exterior and LCD display ✓ Inspect balance surroundings for cleanliness and the unit's location away from direct sunlight, vibration and air conditioner draft. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Calibrate the unit using standard mass pieces (SANAS calibrated, traceable to National Reference Standards) ✓ After calibration / adjustment, test the unit. Tests must include Settling Time; Linearity; Repeatability and Off-Centre Load tests and results to be reported with deviations from expected values / standard deviations as applicable. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.	
Reporting ✓ See section 1.5 above.	

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Unit:	40
Machine / Instrument Type:	Precision Scale
Brand:	Denver
Model:	TP-214
Serial No.:	22906584
Location:	Skukuza (SS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect power cable and mains switch ✓ Clean and inspect loading pan ✓ Inspect gum plugs and balance feet as well as levelling of the unit on the worktop ✓ Inspect and clean overall unit exterior and LCD display ✓ Inspect balance surroundings for cleanliness and the unit's location away from direct sunlight, vibration and air conditioner draft. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Calibrate the unit using standard mass pieces (SANAS calibrated, traceable to National Reference Standards) ✓ After calibration / adjustment, test the unit. Tests must include Settling Time; Linearity; Repeatability and Off-Centre Load tests and results to be reported with deviations from expected values / standard deviations as applicable.	

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✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	41
Machine / Instrument Type:	Biological Safety Cabinet Class II
Brand:	ESCO
Model:	AC2-451
Serial No.:	201155701
Location:	Skukuza (SS Laboratory)
Service Interval:	6 Months
Service Breakdown	
Service Checklist ✓ Inspect power cable and mains switch ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior	

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✓ Clean and decontaminate inner work surface and sump (prior to internal service procedure) ✓ Inspect sash and sash opening and closing mechanism ✓ Inspect lighting, control panel / switches, meters, wiring, blower fan, vents etc. ✓ Inspect gas supply port and power outlets ✓ Inspect general installation (stable base, unit surroundings, ambient conditions) ✓ Provide and install new HEPA/ULPA filters / fluorescent light tubes as required (also see section below). ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.
Repairs ✓ See Section 1.3 above.
Unit Testing ✓ Test unit down-flow speed (uniformity) at intervals across work area using a calibrated thermal anemometer with a rigid support / mounting. ✓ Test unit in-flow speed (uniformity) at intervals across work area opening with unit set up as per normal operation. ✓ Test and evaluate airflow pattern (air flows smoothly downwards with no dead spots or reflux or escape around sash / opening) using smoke test. An aerosol / smoke generator producing a neutrally buoyant aerosol must be utilised for this test. ✓ Test the HEPA/ULPA filters and associated components (both down-flow and exhaust) for leaks, using a calibrated photometer and a calibrated aerosol generator, confirm upstream concentrations indicating the filters are under challenge during the test procedure. ✓ Test alarm function as per unit specification (airflow / window). ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

Unit:	42
Machine / Instrument Type:	Free Flow Fume Cupboard (1.5m)
Brand:	E.C. Laridon

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1

Model:	Unknown
Serial No.:	N/A
Location:	Skukuza (SS Laboratory)
Service Interval:	6 Months
Service Breakdown	
Service Checklist ✓ Inspect power supply and extractor control unit ✓ Inspect overall exterior condition of unit (structural integrity, signs of damage, surface coating etc.) and clean exterior ✓ Inspect, clean and decontaminate inner work surface ✓ Inspect lighting, control switches, wiring, blower fan, vents etc. ✓ Inspect sash / protective shield and its functioning. ✓ Inspect general installation (stable base, unit surroundings, ambient conditions). ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing ✓ Visually evaluate airflow pattern (inflow and upflow across work area with no dead spots or reflux or unintended escape) using smoke test. ✓ Test unit inflow at intervals across work area opening using a calibrated thermal anemometer with a rigid support / mounting. ✓ No HEPA filter testing required, unit contains only a carbon filter. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.	
Reporting ✓ See section 1.5 above.	

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1

Unit:	43
Machine / Instrument Type:	Autoclavable Pipette x 1
Brand:	Hirschmann
Model:	1000ul
Serial No.:	9063883
Location:	Skukuza (SS Laboratory)
Service Interval:	12 Months
Service Breakdown	
Service Checklist ✓ Inspect overall external condition of the pipette. ✓ Inspect tip holder for signs of damage / scratches. ✓ Inspect volume indicator (clearly visible, numbers easily read). ✓ Inspect all major components (plunger rod, friction ring, volume adjuster, piston, springs, couplings, shaft, tip ejector etc.) ✓ Inspect O-ring and replace as required. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.	
Repairs ✓ See Section 1.3 above.	
Unit Testing	

Contract Request: Laboratory Machinery SLA (Veterinary Wildlife Services & Scientific Services)

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- ✓ Perform leak test on assembled unit.
- ✓ Verify unit operation as per SANAS volumetrology guidelines / ISO 8655-6 guidelines, with at least five measurements done at a minimum of three volume settings, one of which must be the nominal volume setting of the unit under test.
- ✓ Verify unit is operating as intended and report the random and systematic errors of the unit under test.
- ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.

Reporting

- ✓ See section 1.5 above.

Unit:	44
Machine / Instrument Type:	Autoclavable Pipette x 4
Brand:	Proline
Model:	10ul; 10ul; 100ul; 1000ul
Serial No.:	12599092 / 12599091 / 12599112 / 12599132
Location:	Skukuza (SS Laboratory)
Service Interval:	12 Months

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Service Breakdown
Service Checklist ✓ Inspect overall external condition of the pipette. ✓ Inspect tip holder for signs of damage / scratches. ✓ Inspect volume indicator (clearly visible, numbers easily read). ✓ Inspect all major components (plunger rod, friction ring, volume adjuster, piston, springs, couplings, shaft, tip ejector etc.) ✓ Inspect O-ring and replace as required. ✓ Undertake any other relevant and necessary service interventions not explicitly listed above.
Repairs ✓ See Section 1.3 above.
Unit Testing ✓ Perform leak test on assembled unit. ✓ Verify unit operation as per SANAS volumetrology guidelines / ISO 8655-6 guidelines, with at least five measurements done at a minimum of three volume settings, one of which must be the nominal volume setting of the unit under test. ✓ Verify unit is operating as intended and report the random and systematic errors of the unit under test. ✓ Undertake any other relevant and necessary testing / calibration of the unit if this is not explicitly listed above.
Reporting ✓ See section 1.5 above.

...END...