



Independent Communications Authority of South Africa

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**TERMS OF REFERENCE TO OBTAIN A QUOTATION FOR
THE INSTALLATION OF INVERTERS IN FLEET VEHICLES**

1. PURPOSE

The Independent Communications Authority of South Africa (hereinafter referred to as “the Authority”) intends to appoint a service provider to install inverters in ICASA’s fleet vehicles based at seven (7) regional offices.

2. BACKGROUND

- 2.1. Through its enforcement functions, the Authority inspects dealers, seals and confiscates illegal radio/telecommunications equipment as well as searches, traces, detects and localises undesired and interfering sources of electro-magnetic emissions. Measurement devices are used to measure radio frequency parameters of these functions. These measurement devices need to remain fully charged while performing duties in the field where there are no active power supply sources, to enable accurate measurement results.
- 2.2. Currently these measurement devices get charged at the office or home spaces and tends to run out of power whilst conducting fieldwork. Therefore, to enable business continuity and efficiency, the use of Inverters is highly recommended.
- 2.3. Inverters are primarily used to convert the DC power supply from the vehicle’s battery to AC power, which is required to keep the measuring equipment powered up for extended periods to ensure optimal execution of technical activities.

3. SCOPE OF WORK

- 3.1. 13 (thirteen) installations shall be conducted on fleet vehicles at seven (7) regional offices as follows:

Nr	Regional Office	Quantity to be installed	Specification
1.	Mpumalanga Region (Nelspruit office)	02	1500W Inverter installations – a) Mount and wire existing Inverters into vehicles. b) Supply and fit 105 AH deep cycle batteries installed as second battery. c) To supply and fit 100 Amp Inverter off/on breaker switches. d) To supply and fit battery boxes to encase batteries. e) To supply and fit dual battery monitors. f) To supply and fit 5-way 3-pin multiple plug adapters with individual switches. g) All exposed electrical supply cables, must be insulated and protected by suitable conduit or spiral wrap tubing.
2.	Limpopo Region (Polokwane office)	01	
3.	Gauteng Region (Centurion office)	02	
4.	North-West Region (Mahikeng office)	02	
5.	KZN Region (Durban office)	02	
6.	Northern Cape Region (Kimberley office)	02	
7.	Eastern Cape Region (Port Elizabeth office)	02	

- 3.2. Installations shall be undertaken against full manufacturer's specifications.
- 3.3. Fitment by accredited installer.
- 3.4. Installations shall be done against a traceable National Standard.
- 3.5. Where equipment is found to be out of specification, comprehensive performance test results in the as-received condition must be obtained before any adjustment or repair action is conducted. Written confirmation from the Authority is required to complete the performance test if additional costs must be incurred.
- 3.6. No repair shall be performed on any apparatus without the written consent of the regional officer in control of the apparatus and on the mandate of a purchase order of the Authority, in lieu of the intended repairs.
- 3.7. On completion of the installations, an Installation Warrantee Certificate is required for each item, signed by an authorised person, containing a statement confirming that the installation can be demonstrated to be traceable to a National Standard and stating the item is in full compliance with its performance specifications

- 3.8. Any omissions from the full compliance shall be notified to ICASA and shall be agreed to in writing before a certificate, clearly annotated "Partial Installation" is issued.
- 3.9. A declaration of any out of specification performance values shall be included with the test results.
- 3.10. The cost of collection, transit insurance and delivery to any of the Authority's regional offices requiring installation, shall be included in this bid

4. DELIVERABLES

- 4.1. On completion of installations, an Installation warrantee certificate of each device shall be provided, signed by an authorised person, containing a statement confirming that the installation can be demonstrated to be traceable to a National Standard and stating the item's full compliance with its performance specifications.
- 4.2. A project plan indicating time scales and installation dates shall be provided by the successful bidder.

5. GENERAL CONDITIONS BID

- 5.1. Only bidders with a valid Wireman's Licence proficient with the national wiring codes SANS 10142-1:1200.
- 5.2. The bidder is to complete all forms contained in this specification in their entirety.
- 5.3. Requests by the Authority for any additional information to be supplied by the bidders must be submitted within 7 (seven) days of this request having taken place. Failure to comply may invalidate the tender.
- 5.4. The Authority reserves the right to cancel the tender should no acceptable proposal be received.
- 5.5. Any costs resulting from the preparation of the proposal shall be for the bidder's account.
- 5.6. Tenders must be valid for a period of ninety (90) days.
- 5.7. Notwithstanding any possible shortcomings in the specifications, bidders must ensure that the solution offered will form a complete and efficient service.
- 5.8. Requests by ICASA for any additional information to be supplied by the bidders must be submitted within 7 (seven) days of this request having taken place. Failure to comply may invalidate the tender.
- 5.9. All costs must be itemised and must be compatible with the payment schedule and furthermore comply with the conditions of section 5. Supplying a single price only will disqualify a tender.
- 5.10. All services supplied by the bidder must be fully guaranteed and maintained at no cost to ICASA for a minimum period of 12 (twelve) months from date of final acceptance by ICASA. During the guarantee period any fault must be rectified within 21 working days of submitting a call.
- 5.11. All services tendered for must be commercially available as of the closing date of the tender. Pending accreditation by SANAS or services in Beta phase of development or testing is not considered to be commercially available.
- 5.12. Delivery periods for all items on tender must be specified.
- 5.13. Proper tenders for the items specified shall be submitted. Supplier's price lists will not be considered for acceptance.
- 5.14. Payment for items delivered will be done in accordance with the payment schedule as set out in section 8.

- 5.15. Liability of the equipment that has been delivered will only pass to ICASA after it has been officially accepted. For that reason, the bidder must, at his/her own expense, arrange the necessary insurance of the equipment until such date as it has been finally accepted.
- 5.16. The equipment must be delivered to the ICASA offices. The physical addresses of which is as indicated in briefing session.
- 5.17. Any costs resulting from the preparation of the proposal and attendance of the briefing session shall be for the bidder's account.