



STEVE TSHWETE

LOCAL MUNICIPALITY

Your ref.

Telephone (013) 249 7000

Fax (013) 243 2550

Our ref. Marius Britz x7376

P.O. Box 14

MIDDELBURG, MPUMALANGA

2011-01-14

1050

e-mail : mbritz@stevetshwetelm.gov.za

www.stevetshwetelm.gov.za

Quotation

MAINTENANCE AND REPAIR ON TWO-WAY RADIO AND TELEMETRY SYSTEMS

Scope

This quotation calls for the maintenance and repair of two-way radio equipment and telemetry systems of the Steve Tshwete Local Municipality for the period 1 Feb 2011 to 30 June 2011 by qualified radio technicians:

Two-way Radio System:

Handheld Radio

- Handheld radios will be collected and delivered by the contractor at the Steve Tshwete Local Municipality for repair work.
- Makes
 - Motorola
 - Icom
 - Kenwood
- Repairs must be completed within 7 (Seven) working days after a fault was reported to the contractor.

- "Repairs" include the radio device at component level, programming, antenna, battery, complete charger.
- A detailed job card with test results must be completed after each repair. The job card must accompany the invoice for payment.

Mobile Radio

- Vehicles with radio problems will be driven to the contractor's workshop (if the contractor is located in Middelburg) or to the Steve Tshwete Municipal Services Centre (Protea Street, Middelburg) for testing and repairs.
- Makes
 - Motorola
 - Icom
- Types of vehicles with mobile radios
 - Light passenger vehicle
 - Commercial vehicle
 - Trucks and Lorries
 - Motor cycle
 - Fire brigade vehicles
- Repairs must be done where possible; otherwise the radio may be removed for repairs.
- Repairs must be completed within 7 (Seven) working days after a fault was reported to the contractor.
- "Repairs" include the radio device at component level, external microphone and speaker, antenna installation / replacement, power cables with fuse holders and fuses, programming, where applicable the repair / replacement of the 24V to 12V converter.
- A detailed job card with test results and vehicle registration number must be completed after each repair. The job card must accompany the invoice for payment.

Base station Radio

- Base station radios must be repaired on site. The contractor may remove the base station for repairs at the workshop as a last resort.
- Makes
 - Motorola
 - Icom
- "Repairs" include the radio device at component level, power supply with battery, antenna with the lightning arrestor and the cable feed, external bracket, mounting pole, programming, external microphone and speaker.
- Repairs must be completed within 3 (Three) working days after a fault was reported to the contractor.
- The sites where base stations are installed will be in Middelburg / Mhluzi, Hendrina / Kwazamokuhle, Arnot Power Station, Pullenshope Power Station, Komati Power Station and Doornkop (20km on the Loskop dam road from Middelburg).
- A detailed job card with test results must be completed after each repair. The job card must accompany the invoice for payment.

Repeater and High Sites

- The repeater system consists of Eclipse modular equipment and ICOM IC-FR5000 series repeater.
- The contractor must attend to the repeater on site within 1 (One) hour after the fault was reported. The contractor may remove the repeater for repairs at the workshop.
- Repairs must be completed within 8 (Eight) working hours after a fault was reported to the contractor.
- "Repairs" include the repeater device at component level, ctcss control panel, testing of duplexers, programming, power supply, battery bank with chargers, antenna and lightning arrestor with antenna feed.
- A detailed job card with test results must be completed after each repair. The job card must accompany the invoice for payment.

24 Hr Control Room

- The Control Room has 8 (Eight) Icom base station radios connected via 4-wire E&M.
- The 24Hr Control Room is situated at the Steve Tshwete Municipal offices in Middelburg.
- The contractor must attend to the call out on site at the 24Hr Control Room within 1 (One) hour after the fault was reported.
- Repairs must be completed within 8 (Eight) working hours after a fault was reported to the contractor.
- "Repairs" include the radio device at component level, power supply with batteries, antenna and lightning arrestor with the cable feed and programming.
- A detailed job card with test results must be completed after each repair. The job card must accompany the invoice for payment.

Voice Recording System

- The voice recording system consists of an Eventide VR320 Recorder with 6 (Six) Icom mobile radios.
- The Voice Recording System is situated at the Steve Tshwete Municipal offices in Middelburg.
- The contractor must attend to the call out on site at the Voice Recording System within 8 (Eight) hours after the fault was reported.
- Repairs must be completed within 16 (Sixteen) working hours after a fault was reported to the contractor.
- "Repairs" include the radio device at component level, power supply with batteries, antenna and lightning arrestor with the cable feed, 4-port Rx multi-coupler and programming. It also includes maintenance on the Recorder. Repairs on the recorder will be done by the manufacturer.
- A detailed job card with test results must be completed after each repair. The job card must accompany the invoice for payment.

Telemetry System:

- The telemetry system consists of SSE equipment to monitor and control the electrical network in Middelburg and Mhluzi.
- Base station radios must be repaired on site. The contractor may remove the base station for repairs at the workshop as a last resort.
- Repairs must be completed within 16 (Sixteen) working hours after a fault was reported to the contractor.
- Radio makes and models
 - GE
 - Motorola
- "Repairs" include radio device at component level, power supply with battery, antenna and lightning arrestor with cable feed, programming, swapping of telemetry control cards (No configuration).

General Electronics:

- Assistance for general electronic repair / maintenance might also be expected from the contractor.
- This includes repairs on power supplies, intercom systems, radios not mentioned above, etc.
- If an item could not be repaired by the contractor, it will stay the Municipality's responsibility to fix the item.

Quotation Format:

Description	Price incl. VAT
Handheld Radio repair per hour	
Mobile Radio repair per hour	
Base Station Radio repair per hour	
Repeater repair per hour	
Programming per radio	
Repeater repair - after hour rate per hour	
General electronic repair per hour	
Base Station and antenna installation - labour only	
Mobile radio and antenna installation - labour only	
Travelling per km	

Procedure to be followed after the contract has been awarded:

1. The contractor will be called to repair faulty radio equipment.
2. The contractor will repair the equipment and issue the Municipality with a Quotation and a Job Card.
3. A requisition will be issued from the relevant department to the municipal stores to issue an order.
4. The order will be faxed/delivered to the contractor.
5. The contractor will issue an Invoice with the Order number and the Job Card to the municipality.
6. The Invoice will be submitted for payment. Payment will take place within 30 days.

Disqualified if not included with the quotation:

The following information must be added else you will be disqualified from the quotation process:

- Tax clearance certificate
- Copy of radio technician qualification
- BEE ownership stated on a letterhead
- Proof of address

General:

- This contract will be for a period of 5 months. In the new financial year, starting in July 2011, one year repair contracts will be issued.
- The quotation prices must be fixed and firm for the period of the contract.
- Material prices and specialized repair work will be for the Municipality's account.
- Only original parts may be used. This includes the batteries, chargers and antennas.
- Voice radios are VHF and UHF. Data radios are UHF.
- Payments will be done 30 days after an Invoice is received.
- No access will be given to technicians on the high mast towers without proper safety equipment with will include a full body harness, helmet, double lanyard, proper shoes.
- If conditions as stipulated in this quotation specification are not met or bad workmanship is detected on any work according to this quotation, the contract may be terminated by Council.

1. Written quotations should be submitted to the office of the Chief IT Services, Room B318, Second Floor, Civic Centre, Wanderers Avenue, Middelburg, Mpumalanga not later than 12:00 on the **21th of January 2011**.

2. The following requirement(s) apply to all prospective radio technicians:
 - Service providers not registered with council must log on to **www.stevetshwetelm.gov.za** or visit Mr Martha Mtsweni (Tel: 013-249 7309) at the Municipal Stores at Corner Protea and Walter Sisulu Street, Middelburg, Mpumalanga to get the application forms and submit a completed enlistment application before submitting the quotation.

 - Quotes should be accompanied by:
 - ❖ **A valid tax clearance certificate**
 - ❖ **Copy of your radio technician qualification**
 - ❖ **BEE ownership stated on a letterhead**
 - ❖ **Proof of company address**

For any queries, please contact **Marius Britz** at **013 249 7376 / 082 895 8743 / mbritz@stevetshwetelm.gov.za**