



Independent Communications Authority of South Africa

350 Witch-Hazel, Avenue, Eco Point Park
Private Bag X10002, Centurion, 0157

ANNEXURE A – TERMS OF REFERENCE

MAINTENANCE AND SERVICE OF FIRE DETECTION AND AUDIO EVACUATION SYSTEM AT ICASA'S HEAD OFFICE, 350 WITCH HAZEL AVENUE, CENTURION.

ICASA hereby requests the services of a qualified service provider, who will test, maintain, service, certify and modify/upgrade the existing fire detection and audio evacuation system at its Head Office for a period of four (4) years.

1. Background and Purpose

There is a fire detection and audio evacuation system (BOSCH, Plena model) that is installed and working at Head Office which is situated in Block B & C, 350 Witch-Hazel, Avenue, Eco Point Office Park, Centurion. The appointed service provider will be required to test, maintain, service, certify and modify or upgrade the existing fire and audio evacuation system.

2. Scope of Work

2.1 Inspection

A **visual inspection** of every device in the fire detection system will be performed to ensure that no facility changes have occurred which could affect equipment or system performance based on the original design.

2.2 Testing

Every device and control function of the fire detection system will be physically activated to ensure its functionality as designed and installed. Testing shall take into consideration the systems requirements, local ambient conditions, and the manufacturer's recommendations. Contractor will follow the manufacturer's recommended test methods and frequencies as a minimum guideline for system testing. System configuration is verified during quarterly inspections and compared to existing records. Complete documentation of testing and a report of any deficiencies will be presented for review to ICASA's personnel. Audible Testing will be conducted during off or non-operational hours and the schedule will be pre-approved by ICASA.

2.3 Preventative Maintenance

System components shall be cleaned, recalibrated and re-tested, if necessary, to ensure continued performance and reduce the risk of component or system failure. During scheduled visits, and where required, minor repairs shall be made, which includes but not limited to the replacement of faulty detectors or damaged devices/parts.

2.4 Smoke Detector Sensitivity Testing

Smoke Detector Sensitivity Testing will be performed in accordance with the manufacturer's guidelines using the manufacturer's recommended test methods and an approved testing device(s). Service provider shall provide the necessary documentation to satisfy ICASA's requirements. Service provider shall provide an analysis of the report along with recommendations for detectors and/or any other parts that require replacement or repairs.

- a) All detectors shall be tested with a listed spray test smoke.
- b) All detectors shall be tested in all areas accessible to the service provider.
- c) Validation of all building interfaces shall be noted on test report.

2.5 System Software Updates

Microprocessor based systems will have the software upgraded whenever required to maintain the listing requirements.

2.6 Corrective Maintenance

Necessary repairs for deficient or inoperable devices and/or parts, such as those found during system testing, inspection, or preventative maintenance, or have failed during operation will be provided. Only original replacement components manufactured by the original equipment manufacturer or other compatible components will be used to preserve the fire detection system.

2.7 Interface/Integration

The service provider will be required to integrate the existing fire suppression and audio system with the access control system. This is required in the event of an emergency or alarm triggering the biometric access control and boom gates must automatically open.

3. Service intervals required and parts replacement

- 3.1 Four (4) major services over a period of four (4) years.
- 3.2 Four (4) minor services over a period of four (4) years.
- 3.4 The service provider to quote on supply of twenty (20) emergency red break glasses. (note the attached image below)
- 3.5 Provide labour.
- 3.6 Parts replacement, where required.

4. Site viewing

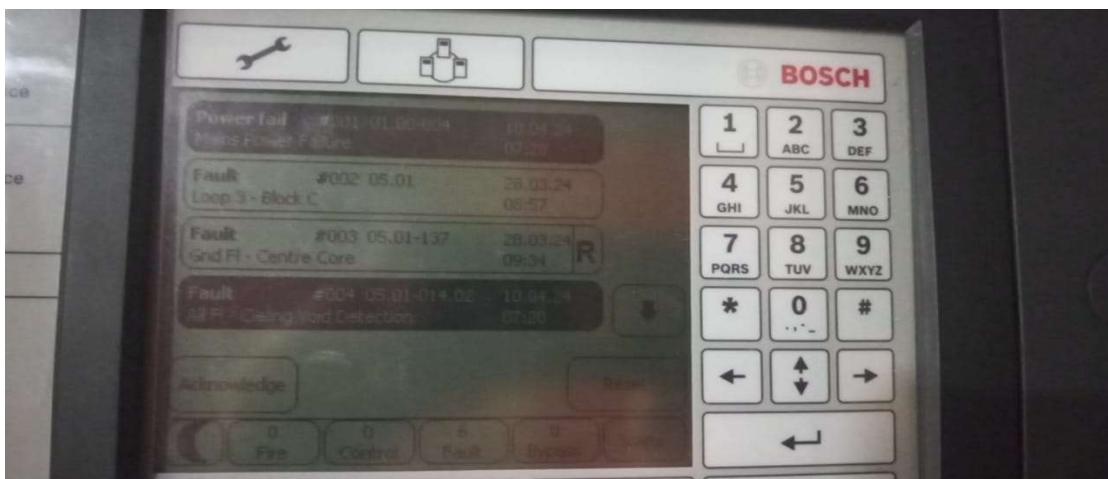
Interested service providers are advised to view the existing fire detection and audio evacuation system at ICASA Head Office situated in Block B & C, 350 Witch-Hazel, Avenue, Eco Point Park, Centurion. For more information, please contact Mzi Walaza on 082 414 9144

5. Compulsory registration document/certificate that must be provided is one of the following:

- 5.1 Registration with the South African Qualification and Certification Committee (SAQCC)
- 5.2 Certificate in Fire Equipment Servicing Technician – SAQCC 1475 or equivalent.

NB: For any enquiries, contact: Mr. Mzi Walaza: +27824149144

Below are the pictures of the existing fire detection and audio system.



6. ANNEXURE B: PRICING

NAME OF BIDDER:

TOTAL PRICE QUOTE:

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