



**KWAZULU-NATAL PROVINCE**  
HEALTH  
REPUBLIC OF SOUTH AFRICA

## Quotation Advert

**Opening Date:** ZS 24/06/2024  
**Closing Date:** ~~27~~ 26/06/2024

**Closing Time:** 11H00

### INSTITUTION DETAILS

**Institution Name:** Manguzi Hospital  
**Province:** KwaZulu-Natal  
**Department of entity:** Department of Health  
**Division or section:** Central Supply Chain Management  
**Place where goods/  
service is required:** MANGUZI HOSPITAL  
**Date Submitted:** 24/06/2024

### ITEM CATEGORY AND DETAILS

**Quotation number:** ZNQ /MZH/200/24/25  
**Item Category:** Goods  
**Item Description:** SERVICE TO AIR HANDLING UNIT IN OPD & MATERNITY  
**Quantity supplies** 02

### COMPULSORY BRIEFING SESSION / SITE VISIT

**Select Type:** Not applicable

**Date:**

**Time:**

**Venue:**

**QUOTES CAN BE COLLECTED FROM:** KZNHEALTH MANGUZI HOSPITAL (STORES)

**QUOTES SHOULD BE DELIVERED TO:** MANGUZI HOSPITAL TENDER BOX, AT THE MAIN GATE OR VIA EMAIL.

**ENQUIRIES REGARDING ADVERT MAY BE DIRECTED TO:**

**Name:** S. MASINGA

**Email:** SIPHIWE.MASINGA@KZNHEALTH.GOV.ZA - **Contact number:** 035 5920150

**Finance Manager Name:** C NHLEKO Finance Manager Signature



OFFICIAL PRICE PAGE FOR QUOTATIONS OVER R2 000.01

QUOTE NUMBER: ZNQ / MZH / 200 / 24 / 25

DESCRIPTION: SERVICE TO AIR HANDLING UNIT IN OPD & MATERNITY ISOLATION & EXTRACTOR IN ISOLATION

PREFERENCE POINTS WILL BE ALLOCATED ACCORDING TO THE IMPLEMENTATION OF SPECIFIC GOALS IN TERMS OF PPR 2022:	POINTS ALLOCATED
Race – Full/partial/combination of points allocated to companies at least 51% owned by Black People	20

ICN NUMBER	QUANTITY	UNIT OF MEASURE	DESCRIPTION	BRAND & MODEL	COUNTRY OF MANUFACTURE	PRICE	
						R	C
	02		SERVICE TO AIR HANDLING UNIT IN OPD & MATERNITY ISOLATION AND EXTRACTOR FANS IN ISOLATION MINOR SERVICE MAJOR SERVICE				
			ME/EB REFRIGERATION TRADE TEST				
			SERVICE OF JUNE 2024				
			BIDDERS MUST SUBMIT THE BBBEE CERTIFICATE/AFFIDAVIT TO QUALIFY FOR GOAL POINT CLAIM				
VALUE ADDED TAX @ 15% (Only if VAT Vendor)							
TOTAL QUOTATION PRICE (VALIDITY PERIOD 90 Days)							

DOES THIS OFFER COMPLY WITH THE SPECIFICATION? YES / NO  
 IS THE PRICE FIRM? YES / NO  
 DOES THE ARTICLE CONFORM TO THE S.A.N.S. / S.A.B.S. SPECIFICATION? YES / NO

STATE DELIVERY PERIOD (E.G. 3 DAYS, 1 WEEK)

NAME OF BIDDER: \_\_\_\_\_ SIGNATURE OF BIDDER: \_\_\_\_\_  
 [By signing this document, I hereby agree to all terms and conditions]

CAPACITY UNDER WHICH THIS QUOTE IS SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

**BIDDER'S DISCLOSURE**

**1 PURPOSE OF THE FORM**

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

**2 BIDDER'S DECLARATION**

2.1. Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? YES / NO

2.1.1. If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

FULL NAME	IDENTITY NUMBER	NAME OF STATE INSTITUTION

2.2. Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? YES / NO

2.2.1. If so, furnish particulars: \_\_\_\_\_

2.3. Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? YES / NO

2.3.1. If so, furnish particulars: \_\_\_\_\_

**3 DECLARATION**

I, the undersigned, (name) \_\_\_\_\_ in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1. I have read and I understand the contents of this disclosure;
- 3.2. I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3. 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<sup>2</sup> will not be construed as collusive bidding.
- 3.4. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5. The terms of the accompanying 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 of the contract.
- 3.6. There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7. 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

\_\_\_\_\_  
 NAME OF BIDDER

\_\_\_\_\_  
 SIGNATURE

\_\_\_\_\_  
 POSITION

\_\_\_\_\_  
 DATE

<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

<sup>2</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

GENERAL CONDITIONS OF CONTRACT

GCC

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract of all bid/quotation documents and may not be amended.
- Special Conditions of Contract (SCC) specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Where a conflict, the provisions in the SCC shall prevail.

1 Definitions

The following terms shall be interpreted:

- 1.1. "Closing time" means the date and time specified in the bidding documents for the receipt of bids.
- 1.2. "Contract" means the written agreement between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices incorporated by reference therein.
- 1.3. "Contract price" means the price payable under the contract for the full and proper performance of his contractual obligations.
- 1.4. "Corrupt practice" means the offering, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
- 1.5. "Countervailing duties" are duties imposed on an enterprise abroad which is subsidized by its government and encouraged to market its products internationally.
- 1.6. "Country of origin" means the place where mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing and major assembly of components, a commercially recognized new product results that is substantially different in basic character or utility from its components.
- 1.7. "Day" means calendar day.
- 1.8. "Delivery" means delivery in compliance of the contract or order.
- 1.9. "Delivery ex stock" means immediately from stock actually on hand.
- 1.10. "Delivery into consignees store or delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, including all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
- 1.11. "Dumping" occurs when a private party exports its goods on its own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm 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, war in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13. "Fraudulent practice" means a practice in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practices (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of an open competition.
- 1.14. "GCC" means the General Conditions of Contract.
- 1.15. "Goods" means all of the equipment or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16. "Imported content" means that portion represented by the cost of components, parts or materials which have been or are still to be imported (whether by the suppliers) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, 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 supplies covered by the bid will be manufactured.
- 1.17. "Local content" means that portion which is not included in the imported content provided that local manufacture does take place.
- 1.18. "Manufacture" means the production using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19. "Order" means an official written order for goods or works or the rendering of a service.
- 1.20. "Project site," where applicable, means the site specified in the bidding documents.
- 1.21. "Purchaser" means the organization.
- 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, such as transportation and any other incidental services, such as installation, commissioning, provision, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25. "Written" or "in writing" means in the form of electronic or mechanical writing.

2 Application

- 2.1. These general conditions apply to all contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights to property, unless otherwise indicated in the bidding documents.
- 2.2. Where applicable, special conditions shall be laid down to cover specific supplies, services or works.
- 2.3. Where such special conditions conflict with these general conditions, the special conditions shall apply.

3 General

- 3.1. Unless otherwise indicated in the contract, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee may be charged.
- 3.2. With certain exceptions, invitations to bid are issued in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Pretoria 0001, or accessed electronically from [www.treasury.gov.za](http://www.treasury.gov.za)

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

- 1.1. The following preference point systems are applicable to invitations to tender:
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
  - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).
- 1.2. The applicable preference point system for this tender is the 80/20 preference point system.
- 1.3. Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:
- (a) Price; and
  - (b) Specific Goals.

- 1.4. The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and Specific Goals	100

- 1.5. Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6. The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

DEFINITIONS

- (a) "tender" means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) "price" means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) "tender for income-generating contracts" means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) "the Act" means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1. THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$Ps = 80 \left( 1 - \frac{Pt - Pmin}{Pmin} \right) \quad \text{OR} \quad Ps = 90 \left( 1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$Ps = 80 \left( 1 + \frac{Pt - Pmax}{Pmax} \right) \quad \text{OR} \quad Ps = 90 \left( 1 + \frac{Pt - Pmax}{Pmax} \right)$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmax = Price of highest acceptable tender

**4. POINTS AWARDED FOR SPECIFIC GOALS**

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender.
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
  - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

**Table 1: Specific goals for the tender and points claimed are indicated per the table below.**

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.

The specific goal/s allocated points in terms of this tender	Number of points allocated (80/20 system)	Number of points claimed (80/20 system)
Race – Full/partial/combination of points allocated to companies at least 51% owned by Black People	20	

**DECLARATION WITH REGARD TO COMPANY/FIRM**

- 4.3. Name of company/firm: \_\_\_\_\_
- 4.4. Company registration number: \_\_\_\_\_
- 4.5. TYPE OF COMPANY/ FIRM [tick applicable box]
- Partnership/Joint Venture / Consortium
  - One-person business/sole propriety
  - Close corporation
  - Public Company
  - Personal Liability Company
  - (Pty) Limited
  - Non-Profit Company
  - State Owned Company

- 4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:
- i) The information furnished is true and correct;
  - ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
  - iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
  - iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
    - (a) disqualify the person from the tendering process;
    - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
    - (c) 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;
    - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted 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
    - (e) forward the matter for criminal prosecution, if deemed necessary.

_____ <b>SIGNATURE(S) OF TENDERER(S)</b>
<b>SURNAME AND NAME:</b> _____
<b>DATE:</b> _____
<b>ADDRESS:</b> _____ _____ _____

PROVINCE OF KWAZULU-NATAL  
DEPARTMENT OF PUBLIC WORKS  
PREVENTIVE MAINTENANCE SCHEDULE

TYPE OF SERVICE : AIR CONDITIONING  
 SCHEDULE FOR : AIR HANDLING UNITS (DX COILS) - MAJOR SERVICE  
 SCHEDULE FREQUENCY :  
 REF : ACA  
 CODE : ACA9-002A

INSTALLATION NAME :  
 SERVICE PROVIDER :  
 REF :  
 ORDER No. :

P.M. SERVICE		RUNNING REPAIRS (Apply for V.O. as Applicable)				OTHER REPAIRS REQUIRED SUBMIT QUOTATION					
ITEM	INSTRUCTION: CHECK, ADJUST, CLEAN AS REQUIRED	IN ORDER	OTHER NON-SPECIFIED RUNNING REPAIRS DONE	TIME TAKEN	DESCRIPTION OF SPARES USED	QTY. EX SITE STOCK	QTY. EX FIRMS STOCK	DESCRIPTION OF OTHER REPAIRS REQUIRED	EST. TIME REQ.	DESCRIPTION OF SPARES REQUIRED	QTY REQ.
1.	Check for undue noise or vibration										
2.	Check for loose components										
3.	Check for refrigerant and steam leaks										
4.	Replace fan drive belts										
5.	Check that the belt guard is in place and secure										
6.	Check and clean primary filters										
7.	Check secondary and tertiary filters Note manometer readings as applicable.										
8.	Check all filter seals										
9.	Check operation of and clean humidifiers										



**PROVINCE OF KWAZULU-NATAL**  
**DEPARTMENT OF PUBLIC WORKS**  
**PREVENTIVE MAINTENANCE SCHEDULE**

TYPE OF SERVICE : AIR CONDITIONING  
 SCHEDULE FOR : AIR HANDLING UNITS (DX COILS) - MINOR SERVICE  
 SCHEDULE FREQUENCY :

REF : ACA  
 CODE : ACA9-002B

INSTALLATION NAME :  
 SERVICE PROVIDER :  
 REF :  
 ORDER No. :

ITEM	INSTRUCTION: CHECK, ADJUST, CLEAN AS REQUIRED	IN ORDER	RUNNING REPAIRS (Apply for V.O. as Applicable)				OTHER REPAIRS REQUIRED SUBMIT QUOTATION							
			OTHER NON-SPECIFIED RUNNING REPAIRS DONE	TIME TAKEN	DESCRIPTION OF SPARES USED	QTY. EX SITE STOCK	QTY. EX FIRMS STOCK	DESCRIPTION OF OTHER REPAIRS REQUIRED	EST. TIME REQ.	DESCRIPTION OF SPARES REQUIRED	QTY. REQ.			
1.	Check for undue noise or vibration													
2.	Check for loose components													
3.	Check for refrigerant and steam leaks													
4.	Check fan drive belts condition and tension													
5.	Check that the belt guard is in place and secure													
6.	Check and clean primary filters													
7.	Check secondary and tertiary filters													
8.	Check all filter seals													
9.	Check operation of humidifiers and reheaters													

**P.M. SERVICE**

		RUNNING REPAIRS (Apply for V.O. as Applicable)				OTHER REPAIRS REQUIRED SUBMIT QUOTATION					
ITEM	INSTRUCTION: CHECK, ADJUST, CLEAN AS REQUIRED	IN ORDER	OTHER NON-SPECIFIED RUNNING REPAIRS DONE	TIME TAKEN	DESCRIPTION OF SPARES USED	QTY. EX SITE STOCK	QTY. EX FIRMS STOCK	DESCRIPTION OF OTHER REPAIRS REQUIRED	EST. TIME REQ.	DESCRIPTION OF SPARES REQUIRED	QTY REQ.
10.	Check by touch that the motors are not overheating										
11.	Check and note outdoor db/wb temperatures										
12.	Check and note indoor db/wb temperatures										
13.	Check and note thermostat settings. Adjust if necessary										
14.	Check and note humidistat settings/ Adjust if necessary										
15.	Check operation of sail/pressure switch/overheat stat										
16.	Clean plant and plant room area										
17.	Check fan bearings										
18.	Clean fan mountings and flexible connections										
19.	Clean condensate drain pan										
20.	Check and observe control damper operation, where applicable										
21.	Check operation of all operating controls, valves etc.										
22.	Clean rust spots and touch up with paint										

**P.M. SERVICE**

		RUNNING REPAIRS (Apply for V.O. as Applicable)				OTHER REPAIRS REQUIRED SUBMIT QUOTATION					
ITEM	INSTRUCTION: CHECK, ADJUST, CLEAN AS REQUIRED	IN ORDER	OTHER NON-SPECIFIED RUNNING REPAIRS DONE	TIME TAKEN	DESCRIPTION OF SPARES USED	QTY. EX SITE STOCK	QTY. EX FIRMS STOCK	DESCRIPTION OF OTHER REPAIRS REQUIRED	EST. TIME REQ.	DESCRIPTION OF SPARES REQUIRED	QTY REQ.
23.	Clean out fan and coil compartments										
24.	Check condition of insulation										

**NOTE THE FOLLOWING:**

- ) Filter manometer readings as applicable .....
- ) Outdoor db/wb temperatures .....
- ) Indoor db/wb temperatures .....
- ) Thermostat settings .....
- ) Humidistat settings .....

**CERTIFY THAT THE SPECIFIED SERVICE WAS CARRIED OUT**

NAME OF SERVICEMAN (BLOCK LETTERS):		SIGNATURE:		OFFICIAL STAMP:		
NAME/S OF ASSISTANT/S: SEMI SKILLED:		SIGNATURE:				
NAME/S OF ASSISTANT/S: UNSKILLED:		SIGNATURE:		NAME OF RESPONSIBLE OFFICIAL ON SITE:		
COMPANY NAME (BLOCK LETTERS):		SIGNATURE:				
TIME IN:	TIME OUT:	TIME ON SITE:	DATE:			
FROM:	TO:	KM:	TOTAL KM:			
FROM:	TO:	KM:	TOTAL KM:	SIGNATURE:		