
RF Calibration Service Request for Issue of an Invoice

27/11/2018

Client : Aurecon Australia Pty Ltd
Contact : S 22
Phone: [REDACTED]
E-Mail: [REDACTED]
Invoice Address : Aurecon Australia Pty Ltd
Attention: S 22
PO Box 20361
Docklands, VIC 8012
Invoices: S 22
Authority : 0031
Date Work Performed : 21/11/2018
Invoice Details : Radiofrequency calibration of equipment:
Narda Monitor Model: P/N 3006/01 S/No.: P-0118
Narda Probe Model: P/N 3502/01 S/No.: G-0075
Order number: 0031.
Charging Category : Technical service
Costing Category : RF Calibration
Organisation Code : ARPRES2C
Program Code : COMM
Group Name : EMR
Project Number : ARP NIR2C
Invoice Amount : \$950.37
Invoice Destination : Despatch to Client
Requesting Officer : [REDACTED]
Certificate Number : 8995

For Finance Section Use

Customer Number	:		Invoice Control Number	:	
Invoice Number	:		Invoice Date	:	
Invoice Amount	:		Issued By	:	
Cost Centre	:	431.06	Revenue Code:	42213	<u>ARP NIR2C</u>



Purchase Order

Aurecon Australia Pty Ltd

ABN 54 005 139 873

Aurecon Centre
Level 8, 850 Collins Street
Docklands, Vic 3008
PH: 03 9975 3000
F: 03 9975 3444

Ref Number **0031**

Date: 23-Nov-18

To: **ARPANSA**

Attention:

S 22

Delivery Address:

Aurecon Australia Pty Ltd
Attention: **S 22**

Qty	Description	Unit Price	Total
1	Calibration Service	\$ 863.97	\$ 863.97
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -

Subtotal	\$ 863.97
GST	86.40
Total	\$ 950.37
Currency	AUD

- Please notify us if delivery is delayed from original delivery schedule.
- To facilitate payment, please ensure all supplier's invoices state the reference number
- Please send invoices to: Creditors@arecongroup.com
- If sending hard copy of invoice, please address to:
Aurecon Australia Pty Ltd
 Attention: **S 22**
 PO Box 20361, Docklands, Vic 8012

Expenditure authorised

23/11/2018

3356

✓



Australian Government

SFM-3006

Australian Radiation Protection and Nuclear Safety Agency

Title of Manual: RFC Quality Manual	Document Title: Job Progress form
Document Id: RFC-FORM-013	Version: 8
Date of Issue: 13/9/2016	Approved by: Technical Manager Page 1 of 1

Store login number: 3356 / 1 / 1 / 1
(Store No.) (No. of Cases) (No. of Boxes) (Satchel/Post Pack)

Date received at store: 19/11/18 No. of monitors / probes: _____

Client Name: Aurecon Group Freight-A/C No. _____ P/U:

Client Agreement received Purchase Order received PO No: 0031

Initial inspection: Battery OK Necessary accessories included
 Action required _____

Faulty equipment: Contact: _____ Date: _____

Client notified: Phone E-mail

Equipment tagged: Placed in quarantine area:

Comments: _____

Scheduled Calibration date: 19/11/18 Estimated time required: ~ 4.2 hrs

Calibration Method(s): Helmholtz TEM Cell Waveguide Anechoic

Commencement date: 20/11/18 Commencement time: 11:30

Calibration (Database) report no.: 8995

Agreed tests performed: Cal. labelling completed: Report printed:

Calibration completion date: 21/11/18 Time: 15:50

Report signed by Technician: RL (Initial) Report checked and signed: ↓ (Initial)

Admin./Reception notified Equipment packed

Consignment delivered to Store N/A Sign & Date: [Redacted] 26/11/18

Invoice request e-mailed to Accounts Freight cost (if applicable) N/A

Total time for calibration (including preparation for freight): _____

Technician: [Redacted] Date: 27/11/18 Supervisor: [Redacted] Date: 08/04/19



Client Agreement Form
 (RFC-FORM-012 v13)

Quote No.: Aurecon Australia-12-11-18-SRM3006

Radiofrequency hazard probe calibrations client agreement form & quotation

The calibration service provided will be performed in accord with procedures described in the ARPANSA Radiation Health Services Branch Radiofrequency Calibrations Laboratory Quality Manual. These procedures specify test methods for the calibration of radiofrequency hazard meters and probes, which according to test frequency, may use a TEM cell, anechoic chamber or wave-guide calibration apparatus.

NATA Calibration Service Provided

Client equipment: SRM

Meter model: Narda SRM 3006

Probe model	Qty	Test frequencies (MHz)						Nominal field levels
3502/01	1	75	100	200				10.0 V/m
E-Field		900	1800	2450	4000	6000		10.0 V/m

Note: A survey fee of up to \$226.28 (inclusive of GST) applies for faulty equipment when calibration is unable to be completed, or for additional work not covered under this calibration quotation.

Nominated calibration start date: 19 November 2018

Calibration Quotation Price (inclusive of GST): \$1086.14

Signed: S 22 (Daniel Liu)

Date: 12 November 2018

The quotation for the above services is valid for thirty days from the date shown above. All services provided are subject to ARPANSA's standard terms and conditions: (<http://www.arpansa.gov.au/rfc#terms>). Equipment must be received complete and in good condition prior to the nominated calibration date above if calibration is to be completed on schedule. Unless negotiated otherwise, goods will be dispatched at client's cost to originator within 10 working days after the nominated calibration date. ARPANSA's preference is for the client to arrange and pay for collection of the equipment by courier or other means. If indicated below, ARPANSA will engage a commercial courier to return the equipment at the client's risk and bill the client accordingly.

Goods must be marked **EQUIPMENT FOR EMR CALIBRATION – HAND DELIVER**.

This agreement will be deemed to be accepted if either this form is signed and returned or a purchase order/calibration request citing the above quote number is received. An invoice will be issued on the return of goods; payment is due within 30 days of invoice date. A return consignment note should be included.

Client: Aurecon Australia

Attn: S 22
 Email: S 22

Tel: S 22

- I accept this quote
- I will arrange return of equipment when notified that it is ready for collection.

OR

- I request that ARPANSA arrange return of equipment by commercial courier and agree to reimburse ARPANSA for any costs incurred with such arrangements.

S 22

Date: 12/11/18