



Co-funded by the European Union

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# Joint Action 2016 GA no. 739851 — JA2016 - GPSD Call for Tender for Test Laboratories Product Activity <ELECTRIC TOYS>

# ANNEX 1: Quotes & Information to be submitted.

### **1.0 PRICING**

In line with section 4 of the main tender document, it is important to note that with regards to VAT, PROSAFE does not accept the reverse charge method and therefore all quotes should include the VAT charges as well.

The laboratory should try to fill in as much as possible all the respective prices.

Kindly note that one test report for each sample is needed. However, the laboratory may opt to send two separate test reports: one dealing with EN 62115:2005+A12:2015 and the other dealing with EN 62321:2013 testing.

- Obtained/measured values when the failure occurred is needed in ALL tests performed by the laboratory.
- <u>Uncertainty levels</u>, where applicable, may need to be included within the test report too if the respective market surveillance authorities ask for it.

A. Battery toys for children	A1. Toys with button-cell & R1 batteries intended for children under 3 years of age	
under 3 years of age	A2. Toys with other type of batteries intended for children under 3 years of age	
B. Battery toys for children	B1. Toys with button-cell & R1 batteries intended for children over 3 years of age	
over 3 years of age	B2. Toys with other type of batteries intended for children over 3 years of age	
C. Electric Toys with laser lights and/or LED lights		
D. Electric Ride-on Toys (6V and/or 12 V versions)		
E. Other Electric Toys		

#### Table 1 - Electric Toys that may be possibly focused upon by this Activity



#### **IMPORTANT NOTES**

**Note 1** - Depending on the type of quotes received, PROSAFE may decide to ultimately choose more than one laboratory to perform all the respective tests. Additionally, it may also choose NOT to perform tests on all the different type of electric toys mentioned in Table 1 below. A decision will be taken once the adjudication process is over and therefore once the exact availability of test services offered are known, including the respective individual prices.

**Note 2** - It is worth noting that each group is exclusive from the other group. Therefore, to give an example, any electric ride-on toy will ONLY be classified under Group C. Group E only refers to those other toys which cannot be classified in A, B, C or D.

**Note 3** - All 15 market surveillance authorities will send a number of samples for testing. As indicated in the main tender document, it is expected that in total around 250 samples or more will be sent for testing. This finally depends on the actual cost of each test. In view that there are 15 participating market surveillance authorities, it is expected that each authority will send around 17 samples for testing.

**Note 4** - Not all the 250 samples will be tested for both EN 62115 and EN 62321. It is expected that 14 out of the 15 market surveillance authorities will send samples for testing according to EN 62115. On the other hand, around 8 out of the 15 market surveillance authorities are also envisaged to test their samples according to EN 62321 as well. A final decision on the number of samples and the amount of tests to be performed by each authority will be decided upon once all the prices are available to them.

**Note 5** - The Test Report should be issued in accordance with Clause 7.8.2 and 7.8.3 of EN 17025 and photographs of the whole sample should be included, including photos of each non-compliances found.

Note 6 - Additionally, in the case of clause 7 (Marking and Instructions) of EN 62115 - Precise and detailed photos of warnings, instructions on the packaging and inside the toy are necessary for ex-post verification in different languages by the respective market surveillance authorities.

- $\checkmark$  Subclauses 7.1, 7.2, 7.3 and 7.7 are to be tested directly by the laboratory
- ✓ Clear pictures of all information on the toy, markings and instructions in relation to subclauses 7.1, 7.2, 7.3, 7.4 & 7.5 - are all to be included in the test report.
- $\checkmark$  The market surveillance authority will assess compliance to sub-clauses 7.4, 7.5 and 7.6 based on pictures given by the laboratory.

**Note 7** - In view that the toy may be destroyed during testing, two identical items of the same sample will be sent to the laboratory for testing. The only exception is Group C (Ride-on toys) whereby only one samples will be sent for testing.



**A. Battery toys intended for children under 3 years of age** Particular attention is given to clause 14.7 of EN 62115:2005+A12:2015. However, the laboratory is to perform tests in line with the details shown in the tables below.

Toy Group	Description	TESTING PRICE PER SAMPLE (inclusive of VAT) in €
	Price for testing according to clause 5, 6, 13, 14 and 17 of EN 62115:2005+A12:2015	
	<b>Option 1</b> - Include here the additional price needed if the tests include <u>clause 7</u> (marking and instructions) as per details in Note 6 under "Important Notes".	
A1. Toys with button-cell & R1 batteries intended for children under 3 years of age	<b>Option 2.1</b> - Include here the additional price needed if all of clause 7 is completely checked directly by the laboratory only.	
	<b>Option 2.2</b> - In the case of option 2.1, please mention the languages that can be directly checked by the laboratory	
	<b>Option 3 -</b> Include here the additional price needed if the tests include <u>clause 9</u> - Heating and abnormal operation	
	<b>Option 4</b> - Include here the additional price needed if ALL other additional <u>applicable tests</u> according to EN 62115:2005+A12:2015 are carried out by the laboratory	
	Include the TOTAL PRICE of all tests mentioned above (do NOT include option 1)	

#### Testing per samples according to EN 62115:2005+A12:2015

#### Testing per samples according to EN 62115:2005+A12:2015

Toy Group	Description	TESTING PRICE PER SAMPLE (inclusive of VAT) in €
	Price for testing according to clause 5, 6, 13,14 and 17 <u>and 19</u> of EN 62115:2005+A12:2015	
	<b>Option 1</b> - Include here the additional price needed if the tests include <u>clause 7</u> (marking and instructions) as per details in Note 6 under "Important Notes".	
A2. Toys with other type of batteries intended for children under 3 years of age	<b>Option 2.1</b> - Include here the additional price needed if all of clause 7 is completely checked directly by the laboratory only.	
	<b>Option 2.2</b> - In the case of option 2.1, please mention the languages that can be directly checked by the laboratory	
	<b>Option 3</b> - Include here the additional price needed if the tests include <u>clause 9</u> - Heating and abnormal operation	
	<b>Option 4 - Include here the additional price</b> needed if ALL other additional <u>applicable tests</u> according to EN 62115:2005+A12:2015 are carried out by the laboratory	



# Include the TOTAL PRICE of all tests mentioned above (do NOT include option 1)

#### Additional testing according to EN 62115:2005+A11:2012/AC:2013

If an electric toy fails certain tests according to amendment A12, the laboratory is to perform additional tests according to the amendment A11:2012/AC:2013 (unless the test is exactly the same like that in A12:2015). Ultimately, the test report should make reference to non-compliances found under the two amendments: A12 and also reference to A11 if the toy failed the A12 version. This is being asked for to ensure that market surveillance authorities are able to perform enforcement action if an electric toy is placed on the market prior to 3<sup>rd</sup> June 2017.

Toy Group	Description	Additional Price Per Sample for just the extra tests (if any) in line with amendment A11:2012/AC:2013 (inclusive of VAT) in €
A. Battery toys for children under 3 years of age	A1. Toys with button-cell & R1 batteries intended for children under 3 years of age	
	A2. Toys with other type of batteries intended for children under 3 years of age	

#### Additional tests per sample in line with ROHS2 Directive / according to EN 62321:2013 Each sample from this toy group may also be tested for lead and cadmium in solders of these toys in accordance with the ROH2 Directive and in line with EN 62321:2013. Please refer to "Note 3" above for more information.

Toy Group	Description	Additional Price Per Sample for testing of lead and cadmium in line with EN 62321:2013 (inclusive of VAT) in €
A. Battery toys for children under 3 years of age	A1. Toys with button-cell & R1 batteries intended for children under 3 years of age	
	A2. Toys with other type of batteries intended for children under 3 years of age	

Please include any additional remarks that you may wish to highlight from your end with regards to Electric Toy Group A.



#### B. Battery toys intended for children over 3 years of age

Particular attention is given to clause 14.6 of EN 62115:2005+A12:2015. However, the laboratory is to perform tests in line with the details shown in the tables below.

Toy Group	Description	TESTING PRICE PER SAMPLE (inclusive of VAT) in €
	Price for testing according to clause 5, 6, 13, 14 and 17 of EN 62115:2005+A12:2015	
	<b>Option 1</b> - Include here the additional price needed if the tests include <u>clause 7</u> (marking and instructions) as per details in Note 6 under "Important Notes".	
<b>B1.</b> Toys with button-cell & R1 batteries intended for children over 3 years of age	<b>Option 2.1</b> - Include here the additional price needed if all of clause 7 is completely checked directly by the laboratory only.	
	<b>Option 2.2</b> - In the case of option 2.1, please mention the languages that can be directly checked by the laboratory	
	<b>Option 3 -</b> Include here the additional price needed if the tests include <u>clause 9</u> - Heating and abnormal operation	
	<b>Option 4</b> - Include here the additional price needed if ALL other additional <u>applicable tests</u> according to EN 62115:2005+A12:2015 are carried out by the laboratory	
	Include the TOTAL PRICE of all tests mentioned above (do NOT include option 1)	

#### Testing per sample according to EN 62115:2005+A12:2015

#### Testing per sample according to EN 62115:2005+A12:2015

Toy Group	Description	TESTING PRICE PER SAMPLE (inclusive of VAT) in €
	Price for testing according to clause 5, 6, 13,14 and 17 <u>and 19</u> of EN 62115:2005+A12:2015	
	<b>Option 1</b> - Include here the additional price needed if the tests include <u>clause 7</u> (marking and instructions) as per details in Note 6 under "Important Notes".	
B2. Toys with	<b>Option 2.1</b> - Include here the additional price needed if all of clause 7 is completely checked directly by the laboratory only.	
other type of batteries intended for children over 3 years of age	<b>Option 2.2</b> - In the case of option 2.1, please mention the languages that can be directly checked by the laboratory	
	<b>Option 3</b> - Include here the additional price needed if the tests include <u>clause 9</u> - Heating and abnormal operation	
	<b>Option 4 -</b> Include here the additional price needed if ALL other additional <u>applicable tests</u> according to EN 62115:2005+A12:2015 are carried out by the laboratory	
	Include the TOTAL PRICE of all tests mentioned above (do NOT include option 1)	

#### Additional testing according to EN 62115:2005+A11:2012/AC:2013



If an electric toy fails certain tests according to amendment A12, the laboratory is to perform additional tests according to the amendment A11:2012/AC:2013 (unless the test is exactly the same like that in A12:2015). Ultimately, the test report should make reference to non-compliances found under the two amendments: A12 and also reference to A11 if the toy failed the A12 version. This is being asked for to ensure that market surveillance authorities are able to perform enforcement action if an electric toy is placed on the market prior to 3<sup>rd</sup> June 2017.

Toy Group	Description	Additional Price Per Sample for just the extra tests (if any) in line with amendment A11:2012/AC:2013 (inclusive of VAT) in €
B. Battery toys for children over 3 years of age	B1. Toys with button-cell & R1 batteries intended for children over 3 years of age	
	B2. Toys with other type of batteries intended for children over 3 years of age	

#### Additional tests per sample in line with ROHS2 Directive / according to EN 62321:2013

Each sample from this toy group may also be tested for lead and cadmium in solders of these toys in accordance with the ROH2 Directive and in line with EN 62321:2013. Please refer to "Note 3" above for more information.

Toy Group	Description	Additional Price Per Sample for testing of lead and cadmium in line with EN 62321:2013 (inclusive of VAT) in €
B. Battery toys for children over 3 years of age	B1. Toys with button-cell & R1 batteries intended for children over 3 years of age	
	B2. Toys with other type of batteries intended for children over 3 years of age	

Please include any additional remarks that you may wish to highlight from your end with regards to Electric Toy Group B.



#### C. Electric Toys with laser pointers and/or LED lights

Particular attention is given to clause 20 (& Annex E) of EN 62115:2005+A12:2015. The laboratory is to perform tests in line with the details shown in the tables below.

Toy Group	Description	TESTING PRICE PER SAMPLE (inclusive of VAT) in €
C. Electric Toys with laser pointers and/or LED lights	Price for testing according to clause 5, 6, 10, 11, 12, 13, 14, 17, 19 and 20 of EN 62115:2005+A12:2015 Option 1 - Include here the additional price needed if the tests include <u>clause 7</u> (marking and instructions) as per details in Note 6 under "Important Notes". Option 2.1 - Include here the additional price needed if all of clause 7 is completely checked directly by the laboratory only. Option 2.2 - In the case of option 2.1, please mention the languages that can be directly checked by the laboratory Option 3 - Include here the additional price needed if the tests include <u>clause 9</u> - Heating and abnormal operation Option 4 - Include here the additional price needed if ALL other additional <u>applicable tests</u> according to EN 62115:2005+A12:2015 are carried out by the laboratory Include the TOTAL PRICE of all tests mentioned above (do NOT include option 1)	

#### Testing per sample according to EN 62115:2005+A12:2015

#### Additional testing according to EN 62115:2005+A11:2012/AC:2013

If an electric toy fails certain tests according to amendment A12, the laboratory is to perform additional tests according to the amendment A11:2012/AC:2013 (unless the test is exactly the same like that in A12:2015). Ultimately, the test report should make reference to non-compliances found under the two amendments: A12 and also reference to A11 if the toy failed the A12 version. This is being asked for to ensure that market surveillance authorities are able to perform enforcement action if an electric toy is placed on the market prior to 3<sup>rd</sup> June 2017.

Toy Group	Additional Price Per Sample for just the extra tests (if any) in line with amendment A11:2012/AC:2013 (inclusive of VAT) in €
C. Electric Toys with laser pointers and/or LED lights	



#### Additional tests per sample in line with ROHS2 Directive / according to EN 62321:2013

Each sample from this toy group may also be tested for lead and cadmium in solders of these toys in accordance with the ROH2 Directive and in line with EN 62321:2013. Please refer to "Note 3" above for more information.

Toy Group	Additional Price Per Sample for testing of lead and cadmium in line with EN 62321:2013 (inclusive of VAT) in €
C. Electric Toys with laser pointers and/or LED lights	

Please include any additional remarks that you may wish to highlight from your end with regards to Electric Toy Group C.



#### D. Ride-on Electric Toys

In view of the large size of the toy, only ONE sample will be sent to the laboratory. It is worth noting that no tests will be carried out on battery chargers or individual components as per clause 16 of the standard. The laboratory is to perform tests in line with the details shown in the tables below.

Toy Group	Description	TESTING PRICE PER SAMPLE (inclusive of VAT) in €
D. Electric Ride-on Toys (6V and/or 12 V versions)	Price for testing according to clause 5, 6, 10, 11, 12, 13, 14, 15, 17 and 19 of EN 62115:2005+A12:2015 Option 1 - Include here the additional price needed if the tests include <u>clause 7</u> (marking and instructions) as per details in Note 6 under "Important Notes". Option 2.1 - Include here the additional price needed if all of clause 7 is completely checked directly by the laboratory only. Option 2.2 - In the case of option 2.1, please mention the languages that can be directly checked by the laboratory Option 3 - Include here the additional price needed if the tests include <u>clause 9</u> - Heating and abnormal operation Option 4 - Include here the additional price needed if ALL other additional <u>applicable tests</u> according to EN 62115:2005+A12:2015 are carried out by the laboratory Include the TOTAL PRICE of all tests mentioned above (do NOT include option 1)	

Testing per sample according to EN 62115:2005+A12:2015

#### Additional testing according to EN 62115:2005+A11:2012/AC:2013

If an electric toy fails certain tests according to amendment A12, the laboratory is to perform additional tests according to the amendment A11:2012/AC:2013 (unless the test is exactly the same like that in A12:2015). Ultimately, the test report should make reference to non-compliances found under the two amendments: A12 and also reference to A11 if the toy failed the A12 version. This is being asked for to ensure that market surveillance authorities are able to perform enforcement action if an electric toy is placed on the market prior to 3<sup>rd</sup> June 2017.

Toy Group	Additional Price Per Sample for just the extra tests (if any) in line with amendment A11:2012/AC:2013 (inclusive of VAT) in €
D. Electric Ride-on Toys (6V and/or 12 V versions)	



#### Additional tests per sample in line with ROHS2 Directive / according to EN 62321:2013

Each sample from this toy group may also be tested for lead and cadmium in solders of these toys in accordance with the ROH2 Directive and in line with EN 62321:2013. Please refer to "Note 3" above for more information.

Toy Group	Additional Price Per Sample for testing of lead and cadmium in line with EN 62321:2013 (inclusive of VAT) in €
D. Electric Ride-on Toys (6V and/or 12 V versions)	

Please include any additional remarks that you may wish to highlight from your end with regards to Electric Toy Group D.



#### E. Other Electric Toys

In view that the toy may be destroyed during testing, two identical items of the same sample will be sent to the laboratory. It is worth noting that any toy which cannot be classified under groups A, B, C or D will be included in this group. Some examples of such toys falling under this category are transformer toys and experimental sets.

Toy Group	Description	TESTING PRICE PER SAMPLE (inclusive of VAT) in €
E. Other electric toys	Price for testing according to clause 5, 6, 12, 13, 14, 15, 17,18 and 19 of EN 62115:2005+A12:2015	
	<b>Option 1</b> - Include here the additional price needed if the tests include <u>clause 7</u> (marking and instructions) as per details in Note 6 under "Important Notes".	
	<b>Option 2.1</b> - Include here the additional price needed if all of clause 7 is completely checked directly by the laboratory only.	
	<b>Option 2.2</b> - In the case of option 2.1, please mention the languages that can be directly checked by the laboratory	
	<b>Option 3</b> - Include here the additional price needed if the tests include <u>clause 9</u> - Heating and abnormal operation	
	<b>Option 4 -</b> Include here the additional price needed if ALL other additional <u>applicable tests</u> according to EN 62115:2005+A12:2015 are carried out by the laboratory	
	Include the TOTAL PRICE of all tests mentioned above (do NOT include option 1)	

Testing per sample according t	DEN 62115:2005+A12:2015
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#### Additional testing according to EN 62115:2005+A11:2012/AC:2013

If an electric toy fails certain tests according to amendment A12, the laboratory is to perform additional tests according to the amendment A11:2012/AC:2013 (unless the test is exactly the same like that in A12:2015). Ultimately, the test report should make reference to non-compliances found under the two amendments: A12 and also reference to A11 if the toy failed the A12 version. This is being asked for to ensure that market surveillance authorities are able to perform enforcement action if an electric toy is placed on the market prior to 3<sup>rd</sup> June 2017.

Toy Group	Additional Price Per Sample for just the extra tests (if any) in line with amendment A11:2012/AC:2013 (inclusive of VAT) in €
E. Other electric toys	



Additional tests per sample in line with ROHS2 Directive / according to EN 62321:2013 Each sample from this toy group may also be tested for lead and cadmium in solders of these toys in accordance with the ROH2 Directive and in line with EN 62321:2013. Please refer to "Note 3" above for more information.

Toy Group	Additional Price Per Sample for testing of lead and cadmium in line with EN 62321:2013 (inclusive of VAT) in €
E. Other electric toys	

Please include any additional remarks that you may wish to highlight from your end with regards to Electric Toy Group E.



## 2.0 OBLIGATORY ADDITIONAL INFORMATION

Include information requested for each of the points indicated below:

2.1 Formal qualifications of the laboratory (e.g. accreditation(s)) and expertise of staff working on these samples;

In particular, confirm that the laboratory is accredited according to:

- EN ISO/IEC 17025:2005 or similar for the required standards and tests
- EN 62115:2005+A12:2015 and ideally also to the previous version EN 62115:2005+A11:2012/AC:2013
- Testing of lead and cadmium in solder of electric toys in line with EN 62321:2013

Include also the number of experts / staff that would be involved in such tests. Include any CV or information on the respective experts working in the laboratory.

#### 2.2 Experience with testing of electric toys in particular;

Kindly make reference to the number of toys tested over these last 3 years (2015-2016-2017) by the laboratory for:

Include any additional information to further explain the experience that the laboratory has in these fields.

#### 2.3 Participation in Standardisation Activities

Kindly mention the respective technical working groups within standardisation bodies which the laboratory has participated in during these last three years in relation to electric toys. In particularly mention during the last three years the respective technical working groups that the laboratory has attended. Please explain in detail.

#### 2.4 Uncertainty levels for each test

Please explain in detail and highlight any possible limitations and <u>specify uncertainty levels</u> with respect to each of the tests to be performed in line with the following standards:

- (i) EN 62115:2005+A12:2015
- (ii) EN 62115:2005+A11:2012/AC:2013
- (iii) Testing of lead and cadmium in solder of electric toys in line with EN 62321:2013

#### 2.5 Participation in laboratory round-robin testing

In relation to the above-mentioned standards, kindly indicate the last round-robin testing that your laboratory has taken part in, specifying the overall results and deviations and including any recent improvements made to the overall testing.

#### 2.6 Delivery time & Terms of delivery;

Kindly state how many weeks are needed to test and finalize all test reports for the respective number of samples from the date of sending you all the respective number of samples as shown in the table below - assuming that samples will be sent all together.

Number of samples sent to laboratory - assuming that all samples will all be received at the	Indicate the approximate date by when all test reports would be expected to be finalized	
laboratory by Mid-July 2018 or earlier	Min Date	Max Date
Around 250 samples (around 93% tested for EN 62115 and around 53% tested for EN 62321)		
Around 300 samples (around 93% tested for EN 62115 and around 53% tested for EN 62321)		
Around 350 samples (around 93% tested for EN 62115 and around 53% tested for EN 62321)		



(\* This date of "Mid-July 2018" is only indicative. It is important to note that the above information is needed to indicate the approximate number of weeks needed to finalise such test reports. In reality, the samples will possibly be sent to the laboratory over a number of weeks. This will probably be somewhere between mid-June until Mid-July 2018)

#### 2.7 Ability to supply additional services to the Joint Action;

Kindly note that a technical expert from the laboratory may be invited to participate in one or more project meetings to give explanations to the Members on test methods, sampling, test results, etc. Indicate in this section any costs related to attendance by the Laboratory Representative/Expert in meetings held in Brussels.

#### 2.8 Possibility of market surveillance representatives to visit the laboratory

During 2018 and up till March 2019, representatives from the market surveillance authorities may make appointments with the laboratory in order to visit and in particular see and discuss the non-compliances found within samples. Some individual market surveillance authorities may also ask to have the manufacturer of a particular sample to be present for such a visit, in which case only those particular samples pertaining to that manufacturer are to be shown and discussed. <u>Please confirm that this is possible and no additional charges will be incurred by PROSAFE</u>.

#### 2.9 Possibility of Organising a Toys Working Group Meeting at the premises of the laboratory

One of the joint action group meetings of this Toys Working Group (mainly made up of representatives of the 15 respective market surveillance authorities + 3 other persons) may be organised at the premises of the laboratory if this is possible. The scope of such a meeting is to discuss directly the test results of the samples tested and for the representatives from the respective market surveillance authorities to see the actual non-compliances and better understand the test procedure carried out on such samples.

Kindly indicate whether the laboratory is able to host one of these one-day or two-day group meetings of this toys working group at the premises of the laboratory and whether it has the necessary facilities to do so. Kindly indicate what additional price per day (inclusive of VAT) would PROSAFE have to be pay for hosting such a meeting at the laboratory  $- \in$  .......

#### 2.10 Sample of Test Reports

Kindly include samples of test reports in English and particularly related to testing of the above mentioned electric toys, showing the uncertainty levels, the respective limits as indicated in the respective standards in relation to Directive 2009/48/EC and Directive 2011/65/EU, the structure of the report and including the type of photos taken to ensure that the non-compliances are well explained / exhibited within the report for each sample tested.

It is important to note that each test report has to have a unique reference number. The PROSAFE Sample Code as well as any other samples codes shown by the respective market surveillance authority, are to be included within the report.

• Photos of the whole toy is to be included in the report

#### 2.11 Detailed Overview Tables

One detailed Overview Table needs to be prepared. The detailed Overview Table is to eventually include the test results of all samples tested within one spreadsheet based on 'Microsoft Excel'. This table is to be provided to the Task Coordinator showing individual test results of all subclauses of each and every sample tested, including any additional relevant information. The first Overview Table would need to be prepared at the end of the respective month once at least 50% of the test reports would be finalised. Subsequently, this overview table would need to be updated at the end of subsequent months until all test reports are completely finalised. <u>Kindly confirm that the laboratory is able to perform this task without any extra additional charges</u>.

#### 2.12 Final Aggregate Report

The laboratory will also prepare one final aggregate report. This Aggregate Report should not show any individual sample data or brand name but give an aggregate result of all the tests carried out. Aggregate test results of the samples tested, showing non-compliances found and represented in the form of charts and/or any other form, are to be developed. This final report may be presented



in the form of a Microsoft Word document or in a Power Point Presentation or both. <u>Kindly confirm</u> that the laboratory is able to perform this task without any extra additional charges.

#### 2.13 Samples tested at the laboratory

All samples sent to the laboratory are to be tested. The laboratory is to perform a pre-inspection of the sample to ensure that the toy has been received in good order. If, for any reason, the laboratory is unable to test the sample, a documented report is to be sent to the respective market surveillance authority and the Task Coordinator. Once samples are tested and reports issued by the laboratory in both hardcopy and soft copy formats, the samples are to be retained in a safe place within the premises of the laboratory concern until the June 2019 - upon which the laboratory is to inform the Task Coordinator how it will destroy the respective samples. Any market surveillance authority may, before June 2019 request the laboratory to send back the samples to their authority. All expenses incurred for transportation will be paid for by the respective authority. Additionally, any market surveillance authority may ask the laboratory to send a final confirmation in document form that the samples have ben ultimately destroyed by the laboratory.

#### 2.14 Additional Information

<u>Please include any additional information which will help PROSAFE to better ascertain the laboratory services being offered</u>.

