

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	LDPWRI-ROADS/20272	CLOSING DATE:	21 AUGUST 2023	CLOSING TIME:	11H00
DESCRIPTION	APPOINTMENT OF PROFESSIONAL OCCUPATIONAL HEALTH AND SAFETY CONSULTANTS TO CONDUCT HEALTH RISK ASSESSMENT, OCCUPATIONAL HEALTH AND SAFETY AND MEDICAL SCREENING FOR ROAD MAINTENANCE WORKERS ACROSS FIVE (05) DISTRICTS FOR A PERIOD OF 36 MONTHS.				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
CNR RIVER & BLAAUBERG STREET					
LADANNA					
POLOKWANE					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	MOTSOPYE NJ		CONTACT PERSON	MASHAMBA T	
TELEPHONE NUMBER	015 284 7126		TELEPHONE NUMBER	015 284 7497	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	MotsopyeNJ@dpw.limpopo.gov.za		E-MAIL ADDRESS	Mashambat3@dpw.limpopo.gov.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				<input type="checkbox"/> YES <input type="checkbox"/> NO	

INVITATION TO BID PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:	
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR ONLINE
1.3.	BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES.
1.4.	WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION..
1.5.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.
2. TAX COMPLIANCE REQUIREMENTS	
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
2.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
2.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
2.6	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
3.1.	IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.2.	DOES THE BIDDER HAVE A BRANCH IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.3.	DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.4.	DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.	
3.5.	

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SBD4

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 interest¹ 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

¹ 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.

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 consortium² 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.

² 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.

- 3.4 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.
- 3.5 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.
- 3.6 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.

.....
Signature	Date
.....
Position	Name of bidder

PRICING SCHEDULE
(Professional Services)

NAME OF BIDDER:	BID NO.:
CLOSING TIME 11:00	CLOSING DATE.....

OFFER TO BE VALID FORDAYS FROM THE CLOSING DATE OF BID.

ITEM NO	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
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1. The accompanying information must be used for the formulation of proposals.

2. Bidders are required to indicate a ceiling price based on the total estimated time for completion of all phases and including all expenses inclusive of all applicable taxes for the project.

R.....

3. PERSONS WHO WILL BE INVOLVED IN THE PROJECT AND RATES APPLICABLE (CERTIFIED INVOICES MUST BE RENDERED IN TERMS HEREOF)

4. PERSON AND POSITION

HOURLY RATE

DAILY RATE

.....
.....
.....
.....
.....

R.....
R.....
R.....
R.....
R.....

5. PHASES ACCORDING TO WHICH THE PROJECT WILL BE COMPLETED, COST PER PHASE AND MAN-DAYS TO BE SPENT

.....
.....
.....
.....

R..... days
R..... days
R..... days
R..... days

5.1 Travel expenses (specify, for example rate/km and total km, class of airtravel, etc). Only actual costs are recoverable. Proof of the expenses incurred must accompany certified invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED

RATE

QUANTITY

AMOUNT

.....
.....
.....
.....

..... R.....
..... R.....
..... R.....
..... R.....

TOTAL: R.....

** "all applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance contributions and skills development levies.

Bid No.:

Name of Bidder:

5.2 Other expenses, for example accommodation (specify, eg. Three star hotel, bed and breakfast, telephone cost, reproduction cost, etc.). On basis of these particulars, certified invoices will be checked for correctness. Proof of the expenses must accompany invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
.....	R.....
.....	R.....
.....	R.....
.....	R.....
TOTAL: R.....			

- 6. Period required for commencement with project after acceptance of bid
.....
- 7. Estimated man-days for completion of project
.....
- 8. Are the rates quoted firm for the full period of contract? *YES/NO
- 9. If not firm for the full period, provide details of the basis on which adjustments will be applied for, for example consumer price index.
.....
.....
.....
.....

*[DELETE IF NOT APPLICABLE]

Any enquiries regarding bidding procedures may be directed to the –
(INSERT NAME AND ADDRESS OF DEPARTMENT/ENTITY)

Tel:
Or for technical information –
(INSERT NAME OF CONTACT PERSON)

Tel:

**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 **To be completed by the organ of state**

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the 90/10 preference point system.
- b) The applicable preference point system for this tender is the 80/20 preference point system.
- c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

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 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

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

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:

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

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 organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

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

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Persons who had no franchise in national elections prior to 1983 and 1993(All races)	-	6	-	
Women (Attach Director's certified copy South African ID as proof)	-	3	-	
Disabled Persons (Attach letter from Health Professional as proof)	-	2	-	
Promotion of SMMEs (Attach Financial statement as proof)	-	2	-	
Enterprises located in Limpopo Province and or District (Attach proof of address/Lease agreement)		4	-	
Promotion of youth (Attach Director's certified copy South African ID as proof)	-	1	-	
Any other RDP goal or preference points in favour of Historically Disadvantage Individuals (Attach certified copy of South African ID as proof)	-	2	-	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- 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.

.....	
SIGNATURE(S) OF TENDERER(S)	
SURNAME AND NAME:
DATE:
ADDRESS:



LIMPOPO

PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF PUBLIC WORKS, ROADS & INFRASTRUCTURE

TERMS OF REFERENCE

LDPWRI-ROADS/:20272 APPOINTMENT OF PROFESSIONAL OCCUPATIONAL HEALTH AND SAFETY CONSULTANTS TO CONDUCT HEALTH RISK ASSESSMENT, OCCUPATIONAL HEALTH AND SAFETY AND MEDICAL SCREENING FOR ROAD MAINTENANCE WORKERS ACROSS FIVE (05) DISTRICTS FOR A PERIOD OF 36 MONTHS .

LDPWRI-ROADS/:20272 APPOINTMENT OF PROFESSIONAL OCCUPATIONAL HEALTH AND SAFETY CONSULTANTS TO CONDUCT HEALTH RISK ASSESSMENT, OCCUPATIONAL HEALTH AND SAFETY AND MEDICAL SCREENING FOR ROAD MAINTENANCE WORKERS ACROSS FIVE (05) DISTRICTS FOR A PERIOD OF 36 MONTHS .

1. PURPOSE AND BACKGROUND

The Limpopo Department of Public Works, Roads and Infrastructure (LDPWRI) is charged with the mandate of road maintenance across 36 Cost Centers within the Province. Inhouse Road maintenance teams of the Department are responsible for carrying out blacktop patching activities on bituminous surfaced roads. These activities include the repair of potholes, edge breaks, surface failures, crack sealing and so forth.

The department sources temporary workers to augment the workforce across the 36 Cost centers are as follows:

No	VHEMBE DISTRICT COST CENTERS
1	Hlanganani Cost Centre
2	Makhado Cost Centre
3	Malamulele Cost Centre
4	Mutale Cost Centre
5	Musina Cost Centre
6	Thohoyandou Cost Centre

No	MOPANI DISTRICT COST CENTER
1	Giyani Cost Centre
2	Letaba Cost Centre
3	Maruleng Cost Centre
4	Tzaneen Cost Centre
5	Phalaborwa Cost Centre

No	SEKHUKHUNE DISTRICT COST CENTRE
1	Groblersdal Cost Centre

LDPWRI-ROADS/:20272 APPOINTMENT OF PROFESSIONAL OCCUPATIONAL HEALTH AND SAFETY CONSULTANTS TO CONDUCT HEALTH RISK ASSESSMENT, OCCUPATIONAL HEALTH AND SAFETY AND MEDICAL SCREENING FOR ROAD MAINTENANCE WORKERS ACROSS FIVE (05) DISTRICTS FOR A PERIOD OF 36 MONTHS .

2	Hoeraroep Cost Centre
3	Tsimanyane Cost Centre
4	Nebo Cost Centre
5	Veeplaats Cost Centre
6	Mecklenberg Cost Centre

No	WATERBERG DISTRICT COST CENTERS GROUP 1
1	Bela-Bela Cost Centre
2	Dwaalboom Cost Centre
3	Thabazimbi Cost Centre
4	Modimolle Cost Centre
5	Mookgophong Cost Centres
	WATERBERG DISTRICT COST CENTRES GROUP 2
1	Vaalwater Cost Centre
2	Lephalale Cost Centre
3	Marken Cost Centre
4	Tolwe Cost Centre
5	Roedtan Cost Centre
6	Mokopane Cost Centre
7	George Masebe Cost Centre
No	CAPRICORN DISTRICT COST CENTERS
1	Alldays Cost Centre
2	Skeiding Cost Centre
3	Mogwadi Cost Centre
4	Matlala Cost Centre

LDPWRI-ROADS/:20272 APPOINTMENT OF PROFESSIONAL OCCUPATIONAL HEALTH AND SAFETY CONSULTANTS TO CONDUCT HEALTH RISK ASSESSMENT, OCCUPATIONAL HEALTH AND SAFETY AND MEDICAL SCREENING FOR ROAD MAINTENANCE WORKERS ACROSS FIVE (05) DISTRICTS FOR A PERIOD OF 36 MONTHS .

5	Lebowakgomo Cost Centre
6	Mothapo Cost Centre
7	Sandrivier Cost Centre

The department invites proposals from service providers that can render hazard identification, health risk assessment, occupational health and safety auditing and medical screening for the inhouse household road maintenance workers including road reserve maintainenece workers appointed through independent contractors . Through its programme of work, the department aims to ensure compliance to Occupational Health and Safety Act 181 of 1993 as amended, Construction Regulation 2014 and compliance to Employment and Labour workplace safety regulations.

2. SCOPE OF WORK

The services required are as follows:

- 2.1 Provide hazard identification and health risk assessment (HIHRA) of the in-house household road maintenance workers across Cost Centers.
- 2.2 Develop a health and safety plan, identification of risks and hazards; analysis and evaluation of those risks and hazards and documentation plan of procedures to address those risks and hazards.
- 2.3 Link the Hazard Health Risk Assessment (HHRA) to approximately 360 in-house household road maintenance workers to determine the types of medical screening of workers.
- 2.4 Medical screening (entry and exit medical assessments) based on HIHRA shall be conducted using physical and clinical examinations (by the Occupational Medical Practitioner) and diagnostic tests; with and reporting of the assessments and diagnostic tests.
- 2.5 Issuing of Medical Certificate of Fitness (COF) as per Occupational Health and Safety Act, 85 of 1993 and Construction Regulation 2014.

LDPWRI-ROADS/:20272 APPOINTMENT OF PROFESSIONAL OCCUPATIONAL HEALTH AND SAFETY CONSULTANTS TO CONDUCT HEALTH RISK ASSESSMENT, OCCUPATIONAL HEALTH AND SAFETY AND MEDICAL SCREENING FOR ROAD MAINTENANCE WORKERS ACROSS FIVE (05) DISTRICTS FOR A PERIOD OF 36 MONTHS .

- 2.6 Ensure an appropriate referral system is in place for workers. Non-occupational health related problems shall be discussed with the individual and referred to appropriate private or public health care providers at own cost of individual.
- 2.7 Ensure proper occupational health record keeping and allow access to health records by the LDPWRI. Good practice for health records management (in particular occupational health records – noting the confidentiality of health records/ occupational health records) must be adhered to.
- 2.8 Provide feedback and reports to the individuals, groups (anonymised data) and management (anonymised data) at time intervals and meetings determined by the LDPWRI.
- 2.9 Provide monthly audit for the Occupational Health and Safety compliance audit across Cost centres
- 2.10 Attend meetings with the Client upon Client's request

NOTES:

The hazard identification and health risk assessment, medical screening and OHS Auditing services for the LDPWRI will comprise a multi-disciplinary team with a core team of an occupational medical practitioner, occupational health nurses and Health and four (4) Safety Officer (Registration with Council is mandatory).

3. EXPECTED DELIVERABLES/ OUTCOMES

- 3.1 Submission of Hazard Identification Report to Client.
- 3.2 Submission of Risk Assessment Report to Client.
- 3.3 Entry Medical Screening for road maintenance workers in Cost Centres.
- 3.4 Exit Medical Screening for road maintenance workers for Cost Centres.

LDPWRI-ROADS/:20272 APPOINTMENT OF PROFESSIONAL OCCUPATIONAL HEALTH AND SAFETY CONSULTANTS TO CONDUCT HEALTH RISK ASSESSMENT, OCCUPATIONAL HEALTH AND SAFETY AND MEDICAL SCREENING FOR ROAD MAINTENANCE WORKERS ACROSS FIVE (05) DISTRICTS FOR A PERIOD OF 36 MONTHS .

3.5 Certificate of Fitness for inhouse household road maintenance workers for Cost Centre.

3.6 Monthly OHS Auditing Reports.

3.7 Attendance of OHS monthly meetings.

4. PERIOD /DURATION OF PROJECT/ASSIGNMENT

Work is to be carried for a period of 36 Months

LDPWRI-ROADS/20272 APPOINTMENT OF PROFESSIONAL OCCUPATIONAL HEALTH AND SAFETY CONSULTANTS TO CONDUCT HEALTH RISK ASSESSMENT, OCCUPATIONAL HEALTH AND SAFETY AND MEDICAL SCREENING FOR ROAD MAINTENANCE WORKERS ACROSS FIVE (05) DISTRICTS FOR A PERIOD OF 36 MONTHS .

5. EVALUATION CRITERIA

The evaluation of this bid will be carried out in the following three (3) phases:

- Phase 1: Pre-Compliance
- Phase 2: Functionality Evaluation
- Phase 3: Price and Preferential Points

5.1 PHASE 1

ITEM	ADMINISTRATIVE/ REQUIREMENTS	CHECK/COMPLIANCE
1	Master Bid Document	Provided and bound
2	SCM –SBD 1-Invitation Bid	Completed and signed
3	SBD 3.3 –pricing schedule	Completed and signed
4	Tax Compliance and CSD Registration	Attached CSD registration number/Proof of CSD registration and /or SARS Tax Pin
5	SCM-SBD 4 –Bidders Disclosure	Completed and signed
6	SCM SBD 6.1-Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022	Completed and signed
7	In case of bids where Consortial/ Joint Venture agreement signed by both parties must be submitted with bid proposal	JV agreement completed and signed if applicable
8	Power of attorney/ authority of signatory	Completed and signed

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PHASE 2

5.2 FUNCTIONALITY CRITERIA

Only bid proposals that meets pre-qualification and mandatory requirement will be considered to be evaluated further on functionality criteria,

The bidder must score a minimum of 75% (depending on the nature of the project) during Stage 2 (functionality) of the evaluation to qualify for Stage 3 of the evaluation where only points for price and specific goals and departmental preferential procurement policy.

Scoring of Functionality:

0= Non compliance, 1= Poor, 2= average, 3= Good, 4= Excellent

NO	CATEGORY	WEIGHT	POINTS SCORED	WEIGHT X POINTS SCORED
1	Presentation of the proposal Bidder understands the brief, approach and methodology to be employed. Outline and insight information provided in the bid	35		

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<p>document (relevance and accuracy)</p>	<p>A proposal to achieve the objectives. The proposal must provide detail sequence of deliverables or activities and timelines within which all the deliverables will be executed and resources allocated thereof. The presentation of plan must be easy to understand and implement.</p>		
<p>▪ If the proposal fully contains detailed sequence of deliverables, timelines and resources and presentation of the structure of plan (4)</p>			
<p>▪ If the proposal contains incomplete detailed sequence of deliverables, timelines and resources and presentation of the structure of plan (2)</p>			

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	<ul style="list-style-type: none"> ▪ If the proposal does not contain detailed sequence of deliverables, timelines and resources and presentation of the structure of plan (1). ▪ If no proposal is submitted (0) 			
2	Experience / track record of Company and Staff		<p>For the purpose of this bid the Service Provider will need to provide details of staff (team) on previous, occupational health - medical screening; occupational health and safety audit services and Hazard Identification and Health Risk Assessment. Provide an overview of your organisation and describe how the team will be structured to deliver the services.</p>	
2.1	<p>Company previous experience in providing occupational health and safety interventions (occupational medical screening, occupational health and safety audit and Hazard Identification and Health Risk Assessment).</p> <p>0 years = (0)</p> <p>1-2 years = (1)</p>		25	

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	<p>3-5 years = (2) 6 years and above (4)</p> <p>A list of contactable references for the company in providing occupational health and safety services projects must be provided and should include the following:</p> <ul style="list-style-type: none"> ▪ Name of the client ▪ Contact person at client, telephone number/s and e-mail address ▪ Date(s) work was performed ▪ Type of work conducted ▪ Signed appointment letters/ orders/ completion certificates. 			
<p>2.2</p>	<p>Full core team of occupational medical doctor, occupational health nurse and Occupation Health and Four (4) Safety Officers with each having experience in respective disciplines: Qualification requirements of full</p>			

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	<p>team members:</p> <p>2.2.1 Occupational Practitioner – Medical</p> <ul style="list-style-type: none"> ▪ MBChB degree ▪ A postgraduate diploma in Occupational Medicine ▪ HPCSA registration as a occupational medical practitioner <p>1-4 years = (1)</p> <p>5-9 years = (2)</p> <p>10 years and above (4)</p>	<p>20</p>
	<p>2.2.2 Occupational Health Nurse</p> <ul style="list-style-type: none"> ▪ NFQ 6 Nursing Science ▪ Occupational Health Diploma ▪ Registered as Professional Nurse ▪ Registration with South African Nursing Council 	<p>5</p>

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	<p>1-4 years = (1)</p> <p>5-9 years = (2)</p> <p>10 years and above (4)</p>			
2.2.3	<p>Occupational Safety Officer 1</p> <ul style="list-style-type: none"> ▪ National Diploma in Safety Management ▪ Registered construction Health and Safety Officer (SACPCMP) <p>1-2 years = (1)</p> <p>3-5 years = (2)</p> <p>6 years and above (4)</p>	10		
	<p>Occupational Safety Officer 2</p> <ul style="list-style-type: none"> ▪ National Diploma in Safety Management ▪ Registered construction Health and Safety Officer (SACPCMP) 	10		

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	<p>0 years = (0)</p> <p>1-2 years = (1)</p> <p>3-5 years = (2)</p> <p>6 years and above (4)</p>			
	<p>Occupational Safety Officer 3</p> <ul style="list-style-type: none"> ▪ National Diploma in Safety Management ▪ Registered construction Health and Safety Officer (SACPCMP) <p>0 years = (0)</p> <p>1-2 years = (1)</p> <p>3-5 years = (2)</p> <p>6 years and above (4)</p>	10		
	<p>Occupational Safety Officer 4</p> <ul style="list-style-type: none"> ▪ National Diploma in Safety Management ▪ Registered construction 	10		

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			<p>Health and Safety Officer (SACPCMP)</p> <p>0 years = (0) 1-2 years = (1) 3-5 years = (2) 6 years and above (4)</p> <p>NOTES: A minimum of four (4) safety officers must be submitted, bids with less than 4 safety officers will not be evaluated further.</p>

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PHAS 3: Preference Point System (80/20)

Phase 3: Preference Point System (80/20)

- a) The 80/20 preference point system will be applied.
- b) The contract will be awarded to the tenderer scoring the highest points on price and preference Points on condition that they have met all phases of evaluation criteria and complied with the tender requirements set out in the tender document.

7. SPECIAL CONDITIONS:

7.1 Award of the bid

7.1.1 This contract will be awarded in terms of the Preferential Procurement Policy Framework Act, (Act No. 5 of 2000) and its Regulations as well as the Limpopo Preferential Procurement Policy, 2005.

7.1.2 Limpopo Department of Public Works, Roads and Infrastructure, Roads and Infrastructure reserves the right to:-

- a. Request further information from any bidder after the closing date,
- b. Verify information and documentation of the respective bidder,

7.2 The performance measures for the work to be done will be provided by the LDPWRI.

7.3 The Service Provider will submit monthly progress reports to the Programme Manager, within four (4) days after the end of each month and the final report four (4) weeks before the project end date. Failure to submit the required reports on time will result in penalties.

7.4 The Programme Manager shall do the ongoing performance management of the Service agreement.

7.5 The Service Provider/s must guarantee the presence of the senior in charge of fieldwork throughout the duration of the contract. Prior to the appointment of a replacement senior, the Programme Manager must approve such appointment. If the senior has to leave the project, a period of at least a month is required in which the senior must work parallel with the next person (senior consultant with similar expertise and equal years of experience) appointed to be able to transfer skills and knowledge.

7.6 All the conditions specified in the General Conditions of Contract (GCC) will apply and where the conditions in the special conditions of contract contradicts

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the conditions in the general conditions of contract the special conditions of contract will prevail.

- 7.7. Please take note that DPWRI is not bound to select any of the firms submitting proposals. DPWRI reserves the right not to award any of the bids and not to award the contract to the lowest bidding price.
- 7.8 Bidders must score a minimum of 75% (The minimum qualifying score that must be obtained for functionality in order for a Bid to be considered further should not be generic). It should be determined separately for each bid on a case-by-case basis.
- 7.9 The proposal should include, amongst other, the following:
- A proposed plan of action;
 - A list of references with contact details;
 - Ability to ensure continuing of staff on the project.
- 7.10 Tenderers must submit two identical proposals (two envelopes) for each bid clearly marked "original" and "copy". First envelope marked original to include technical proposal (original and copy of technical) and the second envelope marked copy to include financial proposal (original and copy of financials).
- 7.11 First envelope with the technical proposal including the following:
- A valid Tax Compliance Status with Pin issued by SARS or copy of CSD/ MA Supplier Number.
 - Entity registration Certificate (CK1)
 - A response to the terms of reference.
 - A project plan that states the methodology and approach for accomplishing the task, project phases if applicable, time frames and outputs (excluding cost for the project). profile of the company and description of similar work undertaken,
 - numbers, names and CVs of consultants assigned to the project, including their roles and responsibilities,
 - Signed agreement between service providers in the case of a joint venture/Consortium
 - Letter of authority to sign documents on behalf of the company/joint venture/Consortium.
- 7.12 The second envelope with the financial proposal (pricing schedule (SBD3.3) or other spreadsheets with all cost related items, cost breakdown) (original). No financials should be included in the technical proposal (envelope)
- 7.12.1 The following information must be endorsed on each envelope:
- Bid number:
 - Closing date:
 - Name of the Bidder:

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- Technical Proposal or Financial Proposal.

- 7.13 A valid Tax Compliance Status with Pin issued by SARS to the supplier/copy of Central Supplier Database (CSD)/ MA supplier Number must be submitted together with the bid.
- 7.14 In case of bids where Consortia / Joint Ventures / Sub-contractors are involved, such must be clearly indicated and each party must submit a separate proof of Tax Compliance or Tax Compliance Status with Pin or CSD/ MA supplier Number together with the bid.
- 7.15 Bidders must be Tax compliant throughout the bidding stages
- 7.16 Failure to comply with Tax matters may result in the invalidation of the bid.
- 7.17 A foreign recommended bidder with neither South African tax obligation nor history of doing business in South Africa must complete Standard Bidding Document (SBD 1) and the information must be submitted to SARS on the following email governmentinstitute@sars.gov.za to issue a confirmation of the tax obligation letter in terms of paragraph 3.6 of the instruction note no 9 of 2017/18.
- 7.18 Comprehensive Curriculum Vitae's (CV) with certified copies of qualifications and professional registration of the staff who will be available for the duration of the contract must be attached. In case where bidders submitted CV's of personnel from other companies, bidders must indicate if the personnel is sub-contracted or employed full time or part-time, and indicate the period of the engagement with the bidder. A signed agreement between two parties or an agreement between personnel and a company must be included with the proposal.
- 7.19 The bid proposals should be submitted with all required information containing technical information.
- 7.20 A breakdown of the hourly tariff inclusive of value-added tax for services rendered. Expenditure incurred without the prior approval of the Programme manager will not be reimbursed.
- 7.21 The LDPWRI will not be held responsible for any costs incurred by the bidder in the preparation, presentation and submission of the bids.
- 7.22 Travelling costs and time spent or incurred between home and office of consultants and the LDPWRI office will not be for the account of the LDPWRI.
- 7.23 Intellectual property rights will belong to the LDPWRI
- 7.24 A project plan that states the methodology and approach for accomplishing the task, project phases if applicable, time frames and outputs (excluding cost for the project). profile of the company and description of similar work undertaken, numbers, names and CVs of consultants assigned to the project, including their roles and responsibilities must be provided.
- 7.25 Signed agreement between service providers in the case of a joint venture/Consortium
- 7.26 Letter of authority to sign documents on behalf of the company/joint venture/Consortium.
- 7.27 Before any work can commence the service level agreement must be signed by both parties (LDPWRI and the successful bidder) and an official order must be

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issued and should there be any dispute regarding the finalisation of the agreement, the LDPWRI reserves the right to cancel the contract with no cost implications for the LDPWRI.

- 7.28 The evaluation of Bids can only be done because of information required by the LDPWRI.
- 7.29 Prospective suppliers and / or public entities interested in pursuing opportunities with the DPWRI and within the South African government, should be registered on the National Treasury Central Supplier Database.
- 7.30 Prospective suppliers and / or public entities must provide the DPWRI with their CSD registration number on submission of their bid proposals including those of sub-contractors and/ or joint venture companies.
- 7.31 Any supplier who is not registered on CSD during an award stage of the tender will not be considered
- 7.32 The LDPWRI reserves the right to negotiate prices.
- 7.33 Awarding of the Bid will be limited to one district or group within district unless some districts / group within district has been deemed non-responsive. In such such a case, multiple awarding may be considered.

8 Bid Price Qualification

- 8.1 All bid prices must be specified on each item in figures. Price in figures must be acceptable in general accounting language.
- 8.2 Prices quoted must include delivery costs. Furthermore, the bid prices must be in RSA currency and inclusive of Value Added Tax (VAT).
- 8.3 Bid prices must be 'NETT'. Therefore, bidders intending to quote a price less a discount on the unit basis must first deduct the discount and then insert the 'NETT' Price.
- 8.4 Prices will remain firm for the first twelve (12) months of the contract period. Formal applications for price adjustments, based on the formula prescribed in the Treasury Regulations, and will only be considered after the first twelve months of the contract period.
- 8.5 Price adjustment applications shall be considered on six (06) monthly intervals. Despite any other worded stipulation, no adjustment will be considered before twelve months of contract period have expired.
- 8.6 All price adjustment applications should be substantiated by documentary proof in respect of each factor.

9. PAYMENT TERMS

- 9.1 DPWRI undertakes to pay out in full or as per deliverables within 30 (thirty) days all valid claims for work done to its satisfaction upon presentation of a substantiated claim and the required reports stipulated in special conditions, final payment will be made upon receipt of approval from the competent

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Authority. No payment will be made where there is outstanding information/work not submitted by the Service Provider/s until that outstanding information is submitted

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BILL OF QUANTITY

RATE BASED BOQ HEALTH RISK ASSESSMENT AND MEDICAL SCREENING WATERBERG GROUP 1			
Item	Description	Quantity	Rate
1.	Monthly overheads for project (this includes paperwork, telephone calls, staff comp0liments	1	
2	Medical screening per head	Per head	
3	Monthly OHS Auditing	1	
4	OHS Induction, Risk Assessment and Safety Talks	1	
5	OHS training	Per head	
6	Health Risk Assessment, Hazard Identification and Safety Plan	1	
7	Monthly OHS Audit Reporting	1	
8	Travelling cost per km (measured from the central district office)	2000km	
SUBTOTAL			
TOTAL (VAT INCL)			

RATE BASED BOQ HEALTH RISK ASSESSMENT AND MEDICAL SCREENING WATERBERG GROUP 2

Item	Description	Quantity	Rate
1.	Monthly overheads for project (this includes paperwork, telephone calls, staff comp0liments	1	
2	Medical screening per head	Per head	
3	Monthly OHS Auditing	1	
4	OHS Induction, Risk Assessment and Safety Talks	1	
5	OHS training	Per head	
6	Health Risk Assessment, Hazard Identification and Safety Plan	1	
7	Monthly OHS Audit Reporting	1	
8	Travelling cost per km (measured from the central district office)	2000km	
SUBTOTAL			
TOTAL (VAT INCL)			

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RATE BASED BOQ HEALTH RISK ASSESSMENT AND MEDICAL SCREENING CAPRICORN DISTRICT			
Item	Description	Quantity	Rate
1.	Monthly overheads for project (this includes paperwork, telephone calls, staff compliments)	1	
2	Medical screening per head	Per head	
3	Monthly OHS Auditing	1	
4	OHS Induction, Risk Assessment and Safety Talks	1	
5	OHS training	Per head	
6	Health Risk Assessment, Hazard Identification and Safety Plan	1	
7	Monthly OHS Audit Reporting	1	
8	Travelling cost per km (measured from the central district office)	2000km	
SUBTOTAL			
TOTAL (VAT INCL)			

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RATE BASED BOQ HEALTH RISK ASSESSMENT AND MEDICAL SCREENING MOPANI DISTRICT			
Item	Description	Quantity	Rate
1.	Monthly overheads for project (this includes paperwork, telephone calls, staff compo0liments	1	
2	Medical screening per head	Per head	
3	Monthly OHS Auditing	1	
4	OHS Induction, Risk Assessment and Safety Talks	1	
5	OHS training	Per head	
6	Health Risk Assessment, Hazard Identification and Safety Plan	1	
7	Monthly OHS Audit Reporting	1	
8	Travelling cost per km (measured from the central district office)	2000km	
SUBTOTAL			
TOTAL (VAT INCL)			

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RATE BASED BOQ HEALTH RISK ASSESSMENT AND MEDICAL SCREENING VHEMBE DISTRICT			
Item	Description	Quantity	Rate
1.	Monthly overheads for project (this includes paperwork, telephone calls, staff compoliments	1	
2	Medical screening per head	Per head	
3	Monthly OHS Auditing	1	
4	OHS Induction, Risk Assessment and Safety Talks	1	
5	OHS training	Per head	
6	Health Risk Assessment, Hazard Identification and Safety Plan	1	
7	Monthly OHS Audit Reporting	1	
8	Travelling cost per km (measured from the central district office)	2000km	
SUBTOTAL			
TOTAL (VAT INCL)			