



BA-PHALABORWA MUNICIPALITY
MEMORANDUM
- BUDGET AND TREASURY -

TO : Prospective Service Provider
FROM : SCM /STORES
DATE : 24/04/2024
ENQUIRIES : STORES
TELEPHONE : 015 780 6361/62
REF : REQ5062

Kindly furnish this office with a written quotation for supply of goods/ services as detailed below. The quotation must be submitted on the letterhead of your Business and Brought to our offices 3 Nyala Street, Phalaborwa not later than **03/05/2024 at 12H00**

QUANTITY	Description	PRICE/UNIT (Inc. VAT)	DELIVERY PERIOD
250	Conducting of annual medical surveillance to the employees as per the OHS Act - The surveillance to be conducted by a competent and registered occupational practitioner - Certificate of fitness to be issued to employees		
	SEE SPECIFICATION ATTACHED		

Please number your quotes (Your Ref no)

The following conditions will apply:

- Price (s) quoted must be valid for at least thirty (30) days from date of your offer.
- The municipality retains the prerogative to reject any quotes it deems to be excessive
- A firm delivery period must be indicated.
- Tax Clearance Pin
- A service provider be registered with central supplier database (CSD)
- Registered with CIPRO (CK 1 or 2 document)
- Completed MBD4 (Declaration of Interest) Form
- Evaluation criteria: 80/20 (Whereby 80 is for price and 20 is for SPECIFIC POINTS SYSTEM)
20 is further evaluated as: 20 for 100% Black owned; 18 for at least 51% Black owned; and 14 for Less than 51% Black owned

Fill in and Return the Declaration of Interest Form.

CONDUCTING OF MEDICAL SURVEILLANCE AS FOLLOWS:

- Chest X-ray
- Audiogram
- Lung function
- Test Blood Glucose
- Vision Screening
- Blood Pressure
- Weight
- Height
- Urine Dip Stick
- Body Mass Index
- Physical Examination
- Health questionnaire after tests

- The Medical surveillance to be conducted by a competent Occupational Practitioner as per the OHS ACT, New Construction regulation 2014 and its regulations
- The Occupational practitioner to issue a certificate of fitness as attached on the Act to each employee after the examination
- The Occupational Practitioner should submit a full detailed report with the recommendations