



BA-PHALABORWA MUNICIPALITY
MEMORANDUM
- BUDGET AND TREASURY -

TO : Prospective Service Provider
FROM : SCM /STORES
DATE : 11/07/2025
ENQUIRIES : STORES
TELEPHONE : 015 780 6361/62
REF : RFQ135121

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 **21/07/2025 at 12H00**

QUANTITY	Description	PRICE/UNIT (Inc. VAT)	DELIVERY PERIOD
262	Conducting of Annual Medical Surveillance to employees		

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)
- Completed MBD4 (Declaration of Interest) Form
- Evaluation criteria: 80/20 (Whereby 80 is for price and 20 is for Objective goals)
20 is further evaluated : 20 for 100% Black owned;
18 for at least 51% Black owned; and
14 for Less than 51% Black owned

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 with MBCHB and HPCSA registration as a Occupational Medical Practitioner, 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.