



TENDER CLOSING DATE EXTENSION

Form No: Foskor PROC 024

Revision No: 01

Effective Date: August 2024

Tender Number : FOSRBY-RFP-01-26/27

Tender Description : FOR THE PROVISION OF CLINIC MANAGEMENT SERVICES
FOR A PERIOD OF 36 MONTHS

ADDENDUM: NO. 1

NOTICE TO ALL BIDDERS

Kindly note the following change to the RFP document.

Tender Closing Date extension

Kindly note that the closing date has been amended and extended as follows:

Original Closing date: 21 July 2026

Extended Closing date and time: **28 July 2026 at 12:00**

Clarification Closing Date extension

Original Closing date: 02 June 2026

Extended Closing date and time: **21 July 2026 at 12:00**

Non-Compulsory online briefing

Date – 13 July 2026

Time – 09h00-10h30

Link - <https://teams.microsoft.com/meet/327922698789503?p=vzy2hvfzbz5KP7V8959>

Updated Scope of Work, Technical Evaluation and BOQ

Annexure A – Scope of Work

Annexure B – Technical Evaluation

Annexure C - BOQ

Kindly note that no further closing extensions will be granted on this tender.


Name: Lungile Mngomezulu
Designation: Acting GM Procurement
Foskor (Pty) Ltd
Date: 6 July 2026

ANNEXURE A

SCOPE OF WORK FOR OCCUPATIONAL HEALTH CLINIC MANAGEMENT

Revision¹: 0.1 see legend at bottom of page

Revised date:

NAME	TITLE	Employee. no	SIGNATURE	DATE
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COMPILED - RECOMMENDATION

Pranil Singh	SHREQ Specialist	500090		
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COMPREHENSION AND ACCEPTANCE BY CLIENT

Allot Baloyi	Radiation Protection & Hygiene Specialist	504771		
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APPROVAL TO PROCEED

Charles Mavuso	Snr. Manager SHREQ	504688		
Precious Buthelezi	Acting G.M Operations, Acid Division	22171		

Comments:

¹ Revision Legend:

0.n = Draft, 1= Final version
 Thus, first draft = 0.1, second draft = 0.2, etc., and final approved = 1.0
 Should the final be revised for whatever reason the revision would be 1.1 etc.

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Section C: SCOPE OF WORKS

1. Background and Present Situation

Foskor Acid Division is classified as a Major Hazard Installation and is made up of 3 primary business units involved in the manufacture of Sulphuric Acid, Phosphoric Acid and Granular Fertilizer. The granular fertilizer produced is stored in 48 000 tons capacity product store. The bulk of the fertilizer produced is sold into various local markets, and the rest is sold to international markets. The international markets buying from Foskor are Mauritius, Australia, Brasilia, Argentina and other African countries. In terms of legal and other requirements with respect to Health and Safety, Foskor is governed by the Occupational Health and Safety Act 85 of 1993 as well as any other relevant acts including South African National Standards (SANS) as the minimum requirement.

2. Legislation, Standards and Codes of Practice

Latest revisions or amendments of the listed codes and specification are applicable to this contract:

Access to Foskor's internal Standard Operating Procedures (SOPs) will be granted only to the appointed Service Provider as part of the onboarding process.

Number	Title / Description	Revision
1	Occupational Health and Safety Act – Act 85 of	Latest
2	National Nuclear Regulator Act 26 of 2024	Latest
3	ISO 9001 – Quality Management System	Latest
4	ISO 14001 – Environmental Management Systems	Latest
5	OHSAS 45001-Occupational Health and Safet Management System	Latest
6	SABS 1200 (All relevant specifications)	Latest
7	Disaster Management Act 57 of 2002	Latest
8	Foskor COP 82, Waste management	Latest
9	Foskor COP 6, Contractor Control	Latest
10	Foskor COP 41, Medical Services	Latest

11	Foskor COP 43, First Aid Management	Latest
12	Foskor COP 48, Hearing Conservation	Latest

All work listed in this scope of work shall be completed as far as possible in line with the codes and legislation stated above

3. Foskor Specifications

It is the responsibility of the Tenderer to be in possession of the latest standards and codes of practice related to Foskor Richards Bay. In the event of contradiction of the specification and legislation, standard and code of practices, the most stringent specification must take precedence.

4. Project Requirements

Foskor PTY Ltd. Requires the Clinic Management Services from a service provider with reputable work experience in rendering an Occupational Health Service. The service provider will be required to render the above-mentioned services 24 hours a day and 365 days a year. The services are required for approximately 900 Foskor employees and 1000 contractors. The duration of the project will be a 3-year contract. The following is mandatory for all interested service providers:

- a) Traceability of occupational health experience in the petrochemical, chemical, mining, & manufacturing industry.
- b) Proof of valid occupational health qualification, practice licenses and experience for key personnel dedicated to this tender
- c) Proof of required equipment dedicated to this tender
- d) Dispensing license for medication by the Occupational Medical Practitioner & Professional Occupational Health Nurse.
- e) Appointed Occupational Medical Practitioner **is desirable to** have certificate of training (Ionizing Radiation) recognized by the National Nuclear Regulator and should the appointed service provider not be in possession of the certificate of competency, it must be obtained in a period of one year from the commencement of the contract.

➤ Foskor Supplied Services

Foskor shall be responsible for:

- I. Supply a copy of the Foskor Procedure Specifications.
- II. Electricity, Water, and suitable areas for site establishment as required by the Contractor.
- III. Scrap bins if required.

- IV. Provide the 2x Audio booth, 1x spiro, 1x vision screening machine, Desktops and related software for medical surveillance, 1x autoclave, 1x handheld digital BP monitor, 1x ECG machine, 1x Defibrillator, 3x beds, 1x wheelchair, 1x paper shredder, 1x evacuation chair, 2x Refrigerators.

➤ **Contractor Responsibilities**

The contractor shall be responsible for:

- I. The supply of labour, supervision, specialized manpower and other staff to fulfil the scope of work.
- II. The supply of tools and specialized equipment, consumables, and site establishment to fulfil the scope of works. Foskor will not be held responsible for any losses to the Contractor's equipment.
- III. All equipment, tools, personal protective equipment (PPE) etc. that the Contractor will bring to Foskor, will be subjected to review and approval by Foskor and shall conform to Foskor procedure. Inventory of tools and materials shall be maintained by the supplier.

➤ **Finance**

- The contractor shall be paid monthly for all scheduled services, while ad hoc services will be billed as per job/task required. Payments shall be made at 30 days from statement. For contractors, the successful tenderer will have to send the bill to the contractor for their services.

5. Scope of Work

The service provider shall provide the following Services on behalf of Foskor in relation to the plant.

1. Occupational Health

- Ensuring that an Occupational Health Medical Practitioner is available for five (5) hours per day from onsite from 07h00 to 12h00 (Monday to Thursday) and two hours (2) every Friday from 07h00 to 09h00. This means that the doctor will be on site 5 hours (19 hours standby) Monday to Thursday and 2 hours (22 hours on a Friday. Additionally, will be standby weekends Saturday and Sundays 24 hours. Occupational Health Medical Practitioner once a month on a Friday shall carry out a walk-about and submit a report to Foskor. OHMP must attend weekly Occupational Health meetings, Develop and review Occupational Health procedures and stakeholder engagements when required to do so.
- Ensuring that the Occupational Health Medical Practitioner is also available for standby duties as per the hours specified, 7 days per week.
 - The Occupational Health Medical Practitioner shall possess the following minimum qualifications - (MBCHB) & Diploma in occupational Medicine
 - Valid registration with HPCSA & SASOM

- Personal liability insurance
- Licence to Dispense.
- Provide an alternative OHMP should the appointed OMP be unavailable.

2. Management of Off-Site Referrals

A referral system will ensure that referrals of employees relating to occupational illness, disease and injuries on duty or emergencies are made to the relevant institutions. The service provider will notify Foskor of all such referrals in writing

3. On-Site Clinic Facility and Equipment

- The service provider will be responsible for the maintenance (includes calibration) and repair of all equipment in the on-site clinic. Foskor will replace the equipment listed on C 4.1 v should the equipment be redundant or beyond repair
- The service provider will calibrate all equipment as per equipment calibration schedules and proof of calibrations kept on record.
- Ensuring the inventory list is updated should the equipment be replaced to clearly differentiate the Foskor equipment from the service provider's equipment.

4. 24 Hour Emergency Service

- The service provider will ensure that Occupational Medical Practitioner will be on stand-by 24-hour, as per the hours specified on C5.1. The Occupational Health Medical Practitioner on Call must respond to all calls from the Occupation Health Professional.
- When employees are referred to the on-site clinic after hours, such employees will be treated by the sister on duty or, if necessary, the Occupational Health Medical Practitioner.
- When hospitalisation is required, the employee will be referred by the Occupational Health Medical Practitioner

5. The service provider Occupational Healthcare

- I. The following examinations and procedures will be conducted on all employees in terms of the Governing Legislation: -
 - pre-employment medical examinations
 - fitness certification
 - as per the derived FOSKOR Occupational Risk Exposure Profile programme , FOSKOR Occupational Health Monitoring Procedure and Other Occupational Health Benchmarks. Periodic and exit medical examinations shall be conducted in accordance with the employee's Occupational Risk Exposure Profile (OREP) and the requirements of the FOSKOR Occupational Health Monitoring Procedure. The examinations shall be risk-based and aligned with applicable legislative requirements, recognised occupational health benchmarks, and industry

best practices to ensure the early detection, monitoring, and management of occupational diseases and work-related health conditions. This entails the collection of blood specimens by venepuncture, while the subsequent laboratory analysis is arranged through Foskor's outsourced service providers.

- Review pre-employment, periodic, exit, and issue-based chest X-ray reports, and initiate appropriate follow-up actions where required based on the findings.audiometry and workouts on hearing loss
- lung function testing and workouts (FEV and FVC)
- heat tolerance screening and acclimatization.
- biological monitoring of exposure
- visual screening
- drug testing – 6 panel and the confirmatory analysis is outsourced by Foskor.
- food handler & Plumbers
- Foskor approved visitors (excl. contractors) will be treated as Employees and basic medicals conducted.
- The service provider will ensure that the above-mentioned examinations are incorporated into an annual medical surveillance programme. Medical surveillance for all contractors shall be performed in house and payments for invoices shall be made directly to the service provider by the contractor. Foskor shall not be held liable for any invoices for the contractors.

6. Compensation for Occupational Injuries and Diseases

The Service Provider(Clinic Manager) will, jointly with Foskor's SHREQ Department complete all necessary documentation and follow up on a regular basis on the status of claims. The compensation claims may relate to:

- injuries on duty
- hearing loss
- occupational lung cancer
- occupational chronic obstructive pulmonary disease
- pulmonary tuberculosis
- or any other claims as stipulated in the governing legislation.

7. Medication

The service provider will provide medication required for minor trauma (IOD'S) and acute primary health care to Foskor employees and contractors. Assist with the inventory and issuing of multivitamins and other related medication as required. Foskor will provide the multivitamins, Diphoterine and Hexaflourine used during emergency burn wound care. The costs for replacement of medication and first aid box consumables will be based on capitation model.

8. Health Education and Employee Assistance Programmes.

- a) The service provider will adopt the health themes in line with the SHREQ department's annual education programme and health calendar.

- b) The service provider will establish a relationship with the EAP Practitioner appointed by Foskor. Based on the outcome of the health assessments, employees that require intervention by EAP, then a referral-based system will be applied by the Occupational medical Practitioner. This is aimed at ensuring a more proactive intervention.

9. Information for Foskor's Decision-making

The service provider will contribute to the monthly health and safety report by supplying information relating to:

- a) consultation and referrals
- b) injuries on duty
- c) compensation claims
- d) medical surveillance
- e) health education and awareness programmes (compile presentations, toolbox-talks, etc. that will be communicated to employees)
- f) any significant trends, which may impact on the health and productivity of employees

10. Monitoring and Evaluation

- a) The service provider will prepare an annual occupational health programme, which will be given to Foskor for approval.
- b) The SHREQ representative responsible will conduct an audit prior to the effective date and, should the agreement be renewed, on an annual basis, the result of which will be made available to service provider.
- c) The service provider shall assist Foskor in any reasonable manner when the external audit of Foskor is conducted.
- d) The service provider will ensure that a medical surveillance monthly statistical report is made available to Foskor.
- e) The service provider will compile an annual report on health at the plant including the statistics in health that must be kept in terms of the governing legislation together with an annual medical report.

11. Waste Management

The company sub-contracted or the potential service provider must be registered with the required regulatory body and maintain a required Quality Management System and Environmental Management System for removal of Medical Waste from the Clinic. Waste will be removed at the Clinic cost. Records and proof of safe disposal must be kept. Also, the potential service provider shall submit proof of contract with the medical waste disposal company and demonstrate compliance with SANS 10248: 2004: Management of Health Care Waste.

12. . Duties of Auxiliary Nurse

- Routine Screenings: Performing baseline tests such as checking vital signs, conducting vision and audiometry screenings, and administering spirometry (lung function tests).
- Injury & Illness Support: Assisting with first aid, dressing minor wounds, and prepping employees for on-site medical examinations.

- Record Keeping: Updating employee health files, scheduling medical surveillance appointments, and capturing data into the clinic's software.
- Health & Safety Compliance: Assisting with health education for workers, organizing medical supplies, and ensuring the clinic maintains infection control standards.
- Medical Surveillance: Helping prepare equipment and employees for annual physical or required occupational hazard monitoring.

13. Duties of Occupational Health Nurse

- Triage and First Aid: Providing immediate care, stabilizing injuries, and determining if an employee requires external emergency medical services.
- Rehabilitation: Assisting with the recovery and rehabilitation of workers who have sustained a workplace injury or illness.
- Fitness for Duty: Conducting pre-employment, periodic, transfer, and exit medical examinations (including vision, audiometry, and spirometry).
- Immunizations: Administering required occupational vaccines, flu shots, and tuberculin (TB) tests.
- PPE Education: Training workers in the correct usage of Personal Protective Equipment (PPE) to avoid occupational illnesses.
- Workers' Compensation: Managing medical documentation, follow-ups, and claims related to injuries on duty (IOD).
- Return to Work (RTW): Facilitating smooth and safe transitions for employees returning from short- or long-term disability, including making necessary job or workplace accommodations.
- Regulatory Compliance: Ensuring the organization complies with regional health and safety legislation.

14. Duties of Occupational Health Practitioner

- Pre-employment & Exit Medicals: Perform baseline health checks before hiring and exit assessments when an employee leaves to document baseline health and any occupational diseases or injuries acquired on the job.
- Fitness for Duty: Assess an employee's physical and mental capacity to safely return to work after an illness, injury, or extended leave.
- Injury on Duty (IOD): Provide immediate first aid, stabilize trauma, and manage the treatment and rehabilitation of workers injured at work.
- Chronic Disease Management: Monitor workers with chronic conditions (such as hypertension or diabetes) to ensure their conditions are stable enough to perform their daily duties safely.

- Legislative Compliance: Advise management on compliance with local occupational health and safety legislation.
- Incident Investigation: Assist in investigating the root cause of workplace accidents to prevent future occurrences.
- Reporting: Maintain highly confidential employee medical records and submit regular health metric and trend reports to SHREQ senior management.

15. Duties of a cleaner

- Routine Sanitation: Dusting surfaces, sweeping, and mopping hard floors in clinics, waiting rooms, and employee testing areas.
- Disinfection: Sanitizing high-touch surfaces (door handles, examination beds, and medical equipment) to reduce the spread of germs.
- Biohazard Management: Safely collecting, handling, and disposing of medical and hazardous waste in accordance with risk control principles.
- Bodily Fluid Cleanups: Sanitizing areas after accidental spills or medical procedures using prescribed protective protocols.
- Stocking Supplies: Replenishing hygiene consumables like hand soap, paper towels, and sanitizer.
- OHS Compliance: Following workplace safety regulations, using PPE properly, and reporting maintenance hazards (like faulty electrical equipment or slippery floors).
- Equipment Maintenance: Ensuring cleaning machines, chemical agents, and consumables are stored and cared for securely.

16. Duties of an Administrator

- Scheduling: Organizing appointments for pre-employment, routine, and exit medical examinations.
- Record Keeping: Capturing and storing confidential medical records, test results, and health questionnaires while ensuring strict privacy compliance.
- Recall Management: Tracking when employees are due for follow-up screenings and chronic disease management checkups.
- Inventory Control: Ordering, tracking, and maintaining medical consumables and calibrating equipment

17. General

- a) The service provider shall participate in investigations into hearing loss cases as well as other incidents relating to occupational health incidents.
- b) Perform administrative duties as required by the SHREQ representative.
- c) The service provider shall attend the monthly Management Health and Safety meetings and supply the management team with the health and safety statistics for the month. The dates, times and venues of the meetings will be provided by Foskor to the successful service provider.
- d) The service provider shall attend the Management review meetings which are held as per the required frequency.
- e) The service provider shall supply the management team with an overview of the health and safety statistics for the year and possible areas of concern, possibilities and recommendations for improvement.
- f) The service provider should always maintain a high degree of good housekeeping in the clinic.
- g) The service provider shall maintain the required health records of employees and contractors for the period prescribed by legal and other requirements, in a safe manner which shall be easily retrievable.
- h) When required by the SHREQ representative, the service provider will have to visit the employees in their workplace frequently to educate employees on health-related matters and be documented.
- i) The Contractor shall ensure full compliance with the Basic Conditions of Employment Act (BCEA), 75 of 1997, including all provisions relating to overtime, weekend work, standby duties, public holiday work, shift work, night work, and associated remuneration. The Contractor must guarantee that all employees assigned to this contract are remunerated in accordance with the BCEA's minimum requirements for working hours, rest periods, overtime rates, shift allowances, night-work compensation, and any other conditions prescribed by law.
- j) The service provider shall be prepared for health and safety visits, inspections and audits by internal and external parties, for e.g. the Department of employment and Labour, National Nuclear Regulator, DEKRA etc.

18. Key Personnel

1. Key Personnel

- a) Dayshift Monday to Friday is as follows:
 - 1X Occupational Health Medical Practitioner: MBCHB or related degree, Doctor in Occupational Health/medicine (DOH), Certificate in Medical Surveillance and Control of persons Occupationally exposed to Radiation and License to dispense). Ensuring that an Occupational Health Medical Practitioner is available for five (5) hours per day from onsite from 07h00 to 12h00 (Monday to Thursday) and two hours (2) every The doctor shall be on call and available to respond to on-site medical emergencies at Foskor as and when required.

SCOPE OF WORK FOR CLINIC OCCUPATIONAL HEALTH MANAGEMENT

- Site Clinic Manager (Professional occupational Health nurse) (day shift) with certificates in audiometry & spirometry and Dispensing License
 - 1 X Professional Occupational Health nurse with certificates in audiometry, spirometry and Dispensing License
 - 2 x Enrolled in Nursing Auxiliary (ENA which must possess audiometry and spirometry certificates)
 - 1 x Administrator
 - 1 x Cleaner
2. Four shift Cycle (7 days/24hours):

Night Shift Coverage comprising of:

1 x Professional Occupational Health nurse 1 in audiometry, and spirometry to cover night shift duties.

The clinic personnel proposed in the tender shall not be substituted without prior consultation with and written approval from Foskor. Failure to submit the required personnel information at the time of tender submission may result in the disqualification of the tender.

6. . In the event of the absence of any staff member, including planned or unplanned leave, the Service Provider shall provide a suitably qualified replacement within two (2) hours of the commencement of the shift. All replacement arrangements shall be communicated to the Foskor Clinic Manager without delay.

7. Safety, Health, and Environment:

- 7.1 Contractors must abide by section 37(2) of the OHS act and sign section 37(2) agreement at safety department.
- 7.2 Contractor to submit SHE plans prior to commencement of work to the safety department for approval.
Contractor to abide by COP6, as attached.
- 7.3 All work is to comply with the Occupational Health and Safety Act (OHS Act 85 of 1993) and Foskor's narrative specifications (available on request).
- 7.4 The area of work needs to be always kept safe and clean for all employees and people.
- 7.5 Attendance of all personnel intended to work on site to the compulsory Foskor induction training and specifications.
- 7.6 Medical examination and declaration of fitness for work of all personnel intended to work on site must be approved by Foskor Clinic.
- 7.7 Valid contractor's gate passes for all personnel intended to work on site.
- 7.8 All medicals and required PPE (see annexure 1) will be at the cost of the contractor. In terms of Foskor COR 27 of the NNR, radiation medicals must be done at the Foskor occupational health approved facility.

All persons exposed to radioactive material to be registered as occupationally exposed persons.

SCOPE OF WORK FOR CLINIC OCCUPATIONAL HEALTH MANAGEMENT

8. Clinics Work Requirements

The service provider will be responsible for producing an advanced annual schedule of work that needs to be approved by the Foskor person/s responsible prior to commencing the work indicated in this Scope of works document. The project will be awarded in the form of a fixed-term contract. Review of the contract will be conducted at a stipulated time determined by the division's procurement department.

The service provider will compile Inspection sheets for every schedule which will be signed by Foskor Staff in the relevant departments on completion of Services and signed inspection sheets to be handed to SHREQ designated person prior to any payments or invoices submitted.

The service provider will produce a monthly report to the SHREQ designated person on the last working day of the month. This will include a complete list of items serviced within Foskor inclusive of any damages or stolen items. Any items not reported within current month will be accepted as complete.

Invoices will be made available on the last Thursday of the month. No invoice will be paid without completed and signed inspection sheets by Foskor SHREQ designated person.

The Service Provider shall provide and manage a competent multidisciplinary team comprising an Occupational Medical Practitioner, a Site Clinic Manager (Professional Occupational Health Nurse), a Professional Occupational Health Nurse, two (2) Enrolled Nursing Auxiliaries (ENAs), one (1) Administrator, and one (1) Cleaner to deliver comprehensive occupational health services at the Foskor Clinic.

The service shall include the provision of medical surveillance, fitness-for-work assessments, primary occupational healthcare, emergency medical support, occupational disease and injury management, audiometry and spirometry testing, dispensing of medication, health promotion, clinic administration, medical records management, housekeeping of the clinic, statutory reporting, and compliance with all applicable legislation, professional standards, and Foskor policies, procedures, and service level requirements.

The Service Provider shall be responsible for identifying and implementing occupational health improvements aligned with operational hazards, conducting on-site verification activities, and providing plant support to ensure effective occupational health risk management and compliance

Annexure 1:

The following is a list of personal protective equipment (PPE) that the service provider will provide to their employees. The service provider will also be responsible for the maintenance and working order of such PPE.

Item
Foskor approved overall (Blue).
Escape respirator pack consisting of single face piece, ABEK1 cartridge, UVEX Goggles – Uvex Ultra vision fire red, and pouch.
UVEX Sky guard NT Clear Spectacles, Safety Boots and Hearing protection with SNR of 30 minimum.

C.10.1 SHREQ Requirements

The successful Tenderer will be required to comply and ensure continuous compliance with Foskor standards and national regulations:

- Compliance with COP6 (Contractor Management).
- Compliance and signing of Section 37(2) Agreement in terms of the OHS Act No.85 of 1993 at the Foskor (Pty) Ltd Safety Department.
- Compliance with Legislation requirements which include the OHS Act, NEMA (National Environment Management Act) and other relevant applicable Legislation.

* ***Copy of requirements available from Foskor SHREQ Department.***

C.10.2 Environmental Management Specifications

All MSDS's to be submitted to Foskor (Pty) Ltd.

Waste disposal shall be carried out in accordance with the Foskor (Pty) Ltd Waste Management Plan. The Service Provider must hold a valid permit for the collection, transportation, and disposal of hazardous biological waste and provide proof of such authorisation upon request.

C.11 OHS 1993 Health and Safety Specification

This specification covers the health and safety requirements to be met by the successful Tenderer (Contractor) to ensure a continued safe and healthy environment for all workers, employees and subcontractors/consultants and for all other persons entering the site of works.

C.11.1. Health and Safety Induction

The successful Tenderer (Contractor) shall ensure that all employees under his control, including the subcontractors/consultants and their employees, undergo a health and safety induction training course by a competent Foskor person before entering site.

- a. The Contractor shall ensure all his/her personnel have attended the Safety Induction, by Foskor (Pty) Ltd before they enter site.
- b. The Contractor on entering site, must wear Foskor minimum required PPE at all times namely safety glasses, acid resistant overalls, safety harnesses (on heights), safety boots or steel cap gumboots, ear protection and gas masks (Half-face mask with double cartridges – screw type with filter type A1B1E1K1) and goggles (Uvex ultra vision – W1663459B – DIN CE 0196) preferably in a pouch. Should a Contractor

be found on site without the above-mentioned safety clothing, he will be removed from site and will not be allowed to return

- c. Overalls must be Blue S with Company names either on front of jacket or back and fluorescent reflective strips to be stitched onto sleeves and on the knees.
- d. The Service Provider shall, at its own cost, provide all personnel with personal protective equipment (PPE) that complies with Foskor's specifications and site requirements. The job risk assessment shall be carried out at the start of each shift and during the course of the work.
- e. The Contractor must take safety precautions when working on site and at the Clinics.
- f. A complete safety file to be submitted to Foskor (Pty) Ltd Safety Department before any work commences.
- g. The Contractor and their employees must undergo a full medical at either Foskor or other approved occupational health service providers,
- h. A once-off fee is also required for access cards from Foskor Security. Please contact Foskor (Pty) Ltd Security Reception at 035 902 3267 for information.

C.12 Key performance Indicators(KPI)

KPI	Performance Measure	Target	Measurement Frequency
1. Clinic Availability	Clinic operational during contracted hours	100% compliance	Monthly
2. Staffing	Approved clinic personnel available as per contract	100% compliance	Monthly
3. Replacement Staff	Replacement staff provided within 2 hours of an unplanned absence	100% compliance	Monthly
4. Medical Surveillance	Completion of scheduled medical surveillance examinations	≥98% completed as scheduled	Monthly
5. Statutory Compliance	Compliance with applicable occupational health legislation and site requirements	100% compliance	Monthly
6. Waste Management	Hazardous medical waste managed in accordance with the Waste Management Plan	100% compliance	Monthly
7. Medical Records	Accuracy, confidentiality, and completeness of medical records	100% compliance	Quarterly Audit
8. Equipment Availability	Critical medical equipment calibrated and operational	100% availability	Monthly
9. Medicine Stock Control	No stock-outs of essential medicines and emergency supplies	100% availability	Monthly
10. Reporting	Submission of monthly clinic performance reports	By the agreed due date	Monthly
11. Health Promotion	Delivery of scheduled health promotion and wellness programmes	100% of annual plan achieved	Quarterly

Training	Mandatory training and competency requirements for clinic staff maintained	100% compliance	6 Monthly
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Repeated or persistent non-compliance with the agreed Clinic KPIs may result in corrective action, formal performance management, contractual penalties where applicable, or termination of the contract in accordance with the terms and conditions of the agreement.

Bill of Quantities Foskor

Mandatory Requirement		Proof of returnable documents	
1	Registered practice with HPCSA	Proof of valid and latest certificate	
2	Registered Nurse with a dispensing licence	Proof of valid dispensing licence Page 19 of 21	
3	Occupational Medical Practitioner with diploma in occupational health/ occupational medicine, HPCSA, SASOM	Submit proof of Degree MBCHB, Diploma in occupational medicine, valid registration with HPCSA, SASOM	
4	Hazardous biological waste disposal permit	Permit for disposal of hazardous biological waste. Instance where subcontracting is done, a signed agreement to both parties and permits be submitted.	
TECHNICAL REQUIREMENTS			
No.	Technical Criteria Description	% Weight	Proof/Documents to be submitted
Competency and equipment			
a)	<p>Proof that the scope of work to be performed, forms part of the core business of the Service provider and have experience with occupational health services in the petrochemical, chemical, mining and manufacturing industry.</p> <p>5 years or more working experience= 20%</p> <p>2-4 years=15%</p> <p>Less than 2 years= 5%</p> <p>No experience = 0%</p>	20%	Provide a business profile with 5 contactable references and or signed contract by both parties or Purchase order.
b)	<p>Occupational Health Nurse Qualification, CV and professional certification as a nurse with South African Nursing Council (SANC)</p> <p>Degree/Diploma in Nursing and Occupational health nursing diploma/degree = 5%</p> <p>Certificate of registration with SANC as a professional nurse and South African with the South African society of Occupational Health Nursing practitioners = 5%</p> <p>No certificate of registration or qualification= 0%</p>	10%	Valid proof of registration with SANC, HPCSA and SASOHN. Submit CV
c)	<p>Enrolled nursing assistant with a higher certificate in auxiliary nursing and registered with SANC and SASOHN.</p> <p>ENA= 5%</p> <p>Professional body registration SANC=2.5% and SASOHN = 2.5%</p> <p>No certificate of registration or qualification= 0%</p>	10%	Valid proof registration with SANC and SASOHN. Higher certificate qualification.
d)	<p>Certificate for audiometry, spirometry and Occupational Health Nurse certificate of competency audiometry and spirometry = 5%</p> <p>No proof of competency certificate for spirometry and audiometry for Occupational health nurse and or ENA= 0%</p>	10%	Certificate of competency for audio and spiro with CV with related experience
			2 ENA
			2 Technicians (ENA) And 5 Occupational Health Nurses

SCOPE OF WORK FOR CLINIC OCCUPATIONAL HEALTH MANAGEMENT

e)	Working experience in occupational health for professional occupational health nurse for the Clinic Manager 10 or more years of experience = 10% 6-9 years of experience = 5% 2-5 years of experience = 2,5% Less than 1 years of experience = 0%	10%	Submit CV detailing work experience	1 Professional Occupational Health nurse
f)	Working experience as Occupational Health Medical Practitioner. 10 or more years of experience = 15% 6-9 years of experience = 10% 1-5 years of experience = 5%	15%	CV detailing work experience and references.	1 OHMP
g)	Training certificate for competency in Control of Persons Occupationally Exposed to Radiation for the Occupational Health Medical Practitioner Certified Certificate of competency available= 10% No certified certificate of competency submitted = 0%	10%	Certified certificate of competency	1 OHMP
h)	Procedure for handling and storage of biological waste on site Provided a written procedure to handle and store biological waste = 7,5% No procedure submitted =0%	7.5%	Provide a written procedure to handle and store biological waste	
i)	Formal procedures to decontaminate facilities and equipment before and after use. A formal written procedure for the decontamination of equipment and facilities including all listed equipment =7,5% No formal procedure and not all equipment listed have procedures submitted = 0%	7.5%	Submit a formal procedure detailing the procedure to decontaminate the facility and surfaces and chemicals that are used. This should include the Spirometer and calibration syringe, Audio booth and headset, vision screening machine, BP machine, Steithoscope. Must also include a procedure on how to use an autoclave.	
Total Technical evaluation Score:		100%		
The minimum technical evaluation criteria		80%		
DISQUALIFICATION CRITERIA **				
1 Mandatory documentation not submitted				
2 Bid submission not meeting the mandatory requirements will result in the bid being disqualified.				
3 Not meeting the minimum score of 80%				

ANNEXURE B

Mandatory Requirement		Proof of returnable documents	
1	Registered practice with HPCSA	Proof of valid and latest certificate	
2	Registered Nurse with a dispensing licence	Proof of valid dispensing licence	
3	Occupational Medical Practitioner with diploma in occupational health/ occupational medicine, HPCSA, SASOM	Submit proof of Degree MBCHB, Diploma in occupational medicine, valid registration with HPCSA, SASOM	
4	Hazardous biological waste disposal permit	Permit for disposal of hazardous biological waste. Instance where subcontracting is done, a signed agreement to both parties and permits be submitted.	
TECHNICAL REQUIREMENTS			
No.	Technical Criteria Description Competency and equipment	% Weight	Proof/Documents to be submitted
a)	Proof that the scope of work to be performed, forms part of the core business of the Service provider and have experience with occupational health services in the petrochemical, chemical, mining and manufacturing industry. 5 years or more working experience= 20% 2-4 years=15% Less than 2 years= 5% No experience = 0%	20%	Provide a business profile with 5 contactable references and or signed contract by both parties or Purchase order.
b)	Occupational Health Nurse Qualification, CV and professional certification as a nurse with South African Nursing Council (SANC) Degree/Diploma in Nursing and Occupational health nursing diploma/degree = 5% Certificate of registration with SANC as a professional nurse and South African with the South African society of Occupational Health Nursing practitioners = 5% No certificate of registration or qualification= 0%	10%	Valid proof of registration with SANC, HPCSA and SASOHN. Submit CV 5 Professional nurses with qualification in occupational health nursing qualification. This list should include the clinic manager
c)	Enrolled nursing assistant with a higher certificate in auxiliary nursing and registered with SANC and SASOHN. Qualification as ENA= 5% Professional body registration SANC=2.5% and SASOHN = 2.5% No certificate of registration or qualification= 0%	10%	Valid proof registration with SANC and SASOHN. Higher certificate qualification. 2 ENA

d)	Certificate for audiometry, spirometry and Occupational Health Nurse certificate of competency audiometry and spirometry = 5% ENA certificate of competency audiometry and spirometry = 5% No proof of competency certificate for spirometry and audiometry for Occupational health nurse and or ENA= 0%	10%	Certificate of competency for audio and spiro with CV with related experience	2 Technicians (ENA) And 5 Occupational Health Nurses
e)	Working experience in occupational health for professional occupational health nurse for the Clinic Manager 10 or more years of experience = 10% 6-9 years of experience = 5% 2-5 years of experience = 2,5% Less than 1 years of experience = 0%	10%	Submit CV detailing work experience	1 Professional Occupational Health nurse
f)	Working experience as Occupational Health Medical Practitioner. 10 or more years of experience = 15% 6-9 years of experience = 10% 1-5 years of experience = 5%	15%	CV detailing work experience and references.	1 OHMP
g)	Training certificate for competency in Control of Persons Occupationally Exposed to Radiation for the Occupational Health Medical Practitioner Certified Certificate of competency available= 10% No certified certificate of competency submitted = 0%	10%	Certified certificate of competency	1 OHMP
h)	Procedure for handling and storage of biological waste on site Provided a written procedure to handle and store biological waste = 7,5% No procedure submitted =0%	7.5%	Provide a written procedure to handle and store biological waste	
i)	Formal procedures to decontaminate facilities and equipment before and after use. A formal written procedure for the decontamination of equipment and facilities including all listed equipment =7,5% No formal procedure and not all equipment listed have procedures submitted = 0%	7.5%	Submit a written procedure detailing the procedure to decontaminate the facility and surfaces and chemicals that are used. This should include the Spirometer and calibration syringe, Audio booth and headset, vision screening machine, BP machine, Stethoscope. Must also include a procedure on how to use an	
Total Technical Score:		100%		
NOTE: The minimum score to be obtained is 80% out of a total score of 100%				
DISQUALIFICATION CRITERIA **				

1 Mandatory documentation not submitted

2 Bid submission not meeting the mandatory requirements will result in the bid being disqualified.

3 Not meeting the minimum score of **80%**

ANNEXURE C

BOQ 1

No.	Description	UOM	QTY	Rate/unit (ZAR)
1	Management Services (Include the standby hours for the doctor)	Monthly	1	
2	Occupational Medical Practitioner services site time	Rate/hour	88 hours/ month	
3	Clinic Manager	Rate/hour	168 hours/month	
4	Registered Occupational Health nurse (12 hours) x4	Rate/hour	192hours/month	
5	Enrolled Nursing Auxiliary (Technicians) X 2 Dayshift	Rate/hour	168 hours /month	
6	Administrator Dayshift	Rate/hour	168 hours/month	
7	Cleaner Dayshift normal hours	Rate/person	168/month	
8	Healthcare/Biological waste Disposal	rate/month	1	
9	Annual Calibration of equipment (mass scale, 2x audio, 1x spiro, 3x BP, 1 x ECG, 1x vision screening machine)	Rate/year	1	
	Subtotal excluding VAT			
	Total Including 15% VAT			

BOQ 2

No.	FIRST AID BOX (50 FA boxes)	UoM	Quantity	Rate (ZAR)
1	Wound cleaner	100 ml	1	
2	Mercurochrome	100 ml	1	
3	Swabs for cleaning	1 packet 75mm X 75mm	1	
4	Cotton wool for padding	250 g	1	
5	Sterile gauze	1 packet 100mm X 100mm	1	
6	Forceps for splinters	Pair	1	
7	Scissors	Pair (100 mm)	1	
8	Safety pins	Card	1	
9	Triangular bandages	1	1	
10	Roller Bandages	75 mm	1	
11	Roller Bandages	100 mm	1	
12	Elastic Adhesive	Roll	1	
13	Adhesive Dressing Strip	Packet	1	
14	S.O.S. Trauma	1	1	
15	S.O.S. Nr. 5	1	1	
16	Straight Splints	1	1	
17	Disposable gloves	Pair	1	
18	CPR mouth pieces	1	1	
19	Adjustable cervical collar	1	1	
20	Incident report card	1	1	
21	Yellow Seal and Red Plastic Bag	1	1	
22	Spillage Pack	1	1	
	Subtotal			

BOQ 3

No.	Medication list	UoM	Minimum stock	Rate/unit (ZAR)
1	Prednisone 5mg tablets		500	
2	Solu -cortef 100mg inj		7	
3	Adrenaline 1mg inj		5	
4	Allergex cream		5	
5	Asthavent pump		5	
6	Budaflam 200 pump		5	
7	Voltaren gel		10	
8	Biocide d extra		20	
9	Volraren inj 75mg		25	
10	Blankets emergency		10	
11	Tobradex eye drops		7	
12	Burnshield hydrogel		20	
13	Travocort cream		5	
14	Ibuprofen 400mg		500	
15	Isosorbide dinitrate 5mg		50	
16	Chloromex ointment 3,5g		10	
17	Promathizne 25mg inj		10	
18	Novasinne drops 0,4% 3ml		25	
19	Prodium 2mg tablets		1000	
20	Dextrose 50% 20ml amps		2	
21	Allergex tablets 4mg		50	
22	Eye patch		20	
23	Elastoplast 80's		4	
24	Epizone e cream		2	
25	Medazine 50mg tablets		50	
26	Scopex 10mg tablet		50	
27	Tetavax 0,5mg inj		20	
28	Painamol 500mg tablet		1000	
29	Waxol ear drops		10	

30	Alcophylllex cough syrup			50	
31	Gloves 100's - s			2	
32	Gloves 100's - m			2	
33	Gloves 100's - l			2	
34	Strepsils lozanges			50	
35	Flustat capsule			1000	
36	Asprin tablets			100	
37	Captopril 25 mg tablets			50	
38	Transact patches			20	
39	Diclofenac 50mg tablet			1000	
40	Jelonet #66007477 100ml x 7m			20	
41	Loperamide tablets			50	
42	Lancet pressure safecare 21g 100			100	
43	Linnen savers			50	
44	Safety pins			50	
45	Tablet bag 1000			500	
46	Tegaderm , 1628			50	
47	Transpore 72mmx5m singles			500	
48	Xylocaine spray			2	
49	Xylotox plain s.e			50	
50	Intrasite dressing			5	
51	Silbecor cream			5	
52	Hepatitis b inj			20	
53	Fluorescein drops			20	
54	Betadine antiseptic cream			5	
55	1l sodium chloride 0,9%			5	
56	1l ringers lactate			5	
57	Glucose gel			20	
58	Disprin 300mg			30	
59	Promethazine 25mg			10	
60	Water for injection			30	

61	2.5 ml syringe / 3ml		50	
62	5 ml syringe		100	
63	10 ml syringe		50	
64	20 ml syringe		50	
65	Pink needles		100	
66	Green needles		100	
67	Black needles		100	
68	Blue needles		100	
69	Flu vaccines		200	
70	Adhesive tape		5	
71	N95 surgical masks		20	
72	Neb mask		200	
73	Nebuliser solution		100	
74	Combivent udv		100	
75	Ky jelly		2	
76	N/saline il		5	
77	Jelcos - pink, green, blue		20-20-20 (60)	
78	Berotec 1.25/ asthavent/ budafclam inhalers		2/10 /5	
79	Activated charcoal		2	
80	Sutures size 2/0,3/0,4/0		2005/05/05	
81	Dental needles		100	
82	Tongue depressors		100	
83	Cotton wool swabs		2 bags	
84	Scopex 10mg tablet		100	
85	Arm sling		24	
86	Knee brace		5	
87	Anke brace		5	
Subtotal				
Subtotal excl. 15% VAT				