



Subject: DOH(FS) 06/2025/2026 Appointment of a suitably qualified service provider for distribution and courier services for Pharmaceutical, Medical consumables, H-Forms and Cold chain items to various institutions within the Free State Department of Health

Briefing session clarity seeking questions/concerns.

1. National Bargaining Council certificate

Invited bidders questioned why this certificate is required for this bid but was not in the previous tender. They asked:

- Can they submit the previous certificate with the same employees?
- They are concerned about paying fees for a new certificate without assurance of winning the contract.
- The concern was that certificate is only issued when a company is functioning and has employees registered under the company, therefore a provision should be made for non-functioning/inactive companies

Department response:

Companies that are conducting freight and logistic businesses are by law obliged to register with the National Bargaining Council for Road Freight and Logistics Industry(NBCRFLI). The registration with NBCRFLI is to ensure compliance with industry-wide collective agreements, which are legally binding and cover minimum standards, wages and benefits and also prevents penalties and disputes. Registration also provides access to Council's services such as dispute resolution, health and wellness programs, unemployment and leave fund administration. It is for this reason that this requirement is mandatory for bidders to submit valid copy of the Registration certificate with their bids.

2. Insurance certificate

It is a mandatory requirement for companies to provide the Department with a valid copy of insurance certificate for goods in transit and liability insurance cover. This insurance is designed to protect the value of pharmaceutical, medical consumables and cold chains items while being transported from the Medical depo to various facilities in the province. This type of insurance covers a wide range of risks that can occur during transit, including damage, loss, theft and even delays that may lead to financial losses. Likewise, liability insurance protects a business's operations from claims made by third parties for accidental bodily injury, illness, or property damage caused by the business operations.

3. Vehicle/Truck Documentation

- Annexure F (12.2) will be amended and remove the statement "failure to attach will invalidate the bid". and page 17 of the functionality shall remain.
- The financial capability is incorporated in the mandatory section and will be removed from annexure F
- The revised tender document addendum will align the information as outlined above to avoid contradictions or duplication



ME Mohlahlo
Head of Department