

# Procurement Requisition



## **SPECIFICATION – DEVELOPMENT OF SAFETY CRITICAL REGULATIONS**

1.1 The Service Provider is required to have the proven expertise (inclusive of the skills, qualifications, and experience) in the development or application of railway safety regulatory tools within the railway industry (refer to paragraph 4 below). The applicable expertise must include, but should not be limited to the following:

- Experience in railway safety requirements.
- Experience in the development and implementation of railway safety regulatory tools.
- Experience in drafting of legislative tools.
- In-depth knowledge of railways Safety Management Systems.
- In-depth knowledge of Risk Assessment Management systems and standards.
- Track record in the development of railway safety regulatory tools.
- In-depth knowledge of Human Factors Management requirements within the railway industry.

1.2 It is expected that the appointed service provider must have the capabilities required to address all the requirements captured within the scope of work.

## **2 SCOPE OF WORK**

**The appointed service provider will be responsible to deliver the following:**

- 2.1 Conduct research and analyse the available information on Railway Safety Critical Grades Regulations and undertaking of Safety Critical Work in other countries.
- 2.2 Compile SEIAS (Socio-Economic Impact Assessment System) report for development of the proposed Regulations.

- 2.3 In consultation with the RSR Internal Working Group, convene a working session to obtain inputs and guidance for the development of the proposed Regulations.
- 2.4 Develop draft Regulations based on the research conducted as stated in paragraph 2.1, the available information on the Safety Critical Regulations and the inputs from the RSR Internal Working Group. The proposed/developed draft Regulations are also to be used during consultations with the Regulator.
- 2.5 Complete and submit the first draft of the proposed Regulations which incorporates inputs from the RSR Internal Working Group, for approval by RSR Executive Committee (EXCO).
- 2.6 Incorporate RSR EXCO's inputs into the draft, finalise and submit the draft for final EXCO approval.
- 2.7 Incorporate DoT's comments/inputs and submit the final draft to the RSR that will facilitate the process of publication of the Draft Regulations for public comments.
- 2.8 Collate and incorporate comments received during public comments phase and provide a report which addresses the public comments received.
- 2.9 Facilitate and participate in stakeholder engagements and follow-up consultations and to appropriately provide the required feedback on received comments.
- 2.10 Provide guidance on the implementation of the Regulations.

### 3 FUNCTIONAL CRITERIA

No.	Element to be evaluated	Evaluation Criteria	Scoring Criteria	Max Points
3.1	<b>EXPERIENCE</b> on similar projects successfully completed. <b><u>(Max 20 points)</u></b>	Contactable <b>reference letters</b> , dated and signed on similar projects successfully completed within the past 10 years. Reference letters for	5 References – 20 points 4 References – 16 points 3 References – 12 points 2 References – 8 points 1 References – 4 points 0 Reference – 0 points	<b>20</b>

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		the individual Bidder's Team members to be considered.		
3.2	<p><b>BIDDER'S TEAM QUALIFICATION &amp; EXPERIENCE</b> <b><u>(Max 40 points)</u></b></p>	<p>1. Copies of CVs.(clearly indicating number of year's experience with a specific employer working on relevant or similar project)</p> <p>2. Certified Copies of original certificates of academic qualifications</p> <p><u>The CV and certificates of individuals will be used for evaluation of the each of the key personnel for this section</u></p>		

3.2.1	<b><u>Project Leader</u></b> – <b><u>(Max 20 points)</u></b>	1. Qualifications - Graduate qualification in OHS/Ergonomics/Safety Management/Engineering or any other relevant railway related field [or its International Qualification equivalent as verified by South African Qualification Authority (SAQA).	a) Post-graduate = 5 points b) Bachelor's Degree = 3 points c) National Diploma = 1 points d) No qualification = 0 point	<b>5</b>
		2. Years of work experience in the development/implementation of railway safety regulatory	a) 10 years or more = 15 points b) 8 years and more, but below 10 years = 12 points	<b>15</b>

		tools in the Railway Industry	c) 5 years and more, but below 8 years = 8 points d) 1 year and above, but below 5 years = 5 points e) Below 1 year = 0 points	
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3.2.2	<b><u>Technical Expert – (Max 20 points)</u></b>	1. Copies of the original qualifications - qualification preferably in OHS/Ergonomics/Safety Management/Engineering/Legal or related railway field [or its International Qualification equivalent as verified by SAQA]: (The professional registration to be with relevant accredited/recognised professional body for the OHS, engineering, Risk or Safety Related field).	<p>a) Post-graduate with professional registration = 5 points</p> <p>b) Post-graduate without professional registration = 3 points</p> <p>c) Bachelor's Degree with professional registration = 2 points</p> <p>d) No qualification = 0 point</p>	5
		2. Years of work experience in drafting/implementing of regulatory tools within the Railway Industry	<p>a) 10 years and more = 15 points</p> <p>b) 8 years and more, but below 10 years = 12 points</p> <p>c) 5 years and more, but below 8 years = 8 points</p> <p>d) 1 year and more, but below 5 years = 5 points</p> <p>e) Below 1 year = 0 points</p>	15
3.3	<b><u>APPROACH TO WORK (Max 40 points)</u></b>			

3.3.1	<b><i>Demonstrable capacity to deliver in response to the project scope (Max 25 points)</i></b>	<p>1. Implementation methodology</p> <p>2. Completed Research and Benchmarking work (Max:</p>	<p>a) Methodology that adequately addresses the scope of work delivery: (15 points)</p> <p>b) Incoherent or No methodology: (0 points)</p> <p>a) Above 5 research papers/publications: 10 Points</p> <p>b) 3 - 5 research papers/publications: 7 Points</p> <p>c) 1- 2: research papers/publications: 4 Points</p> <p>d) 0 research papers/publications: 0 Points</p>	<p>15</p> <p>10</p>
3.3.2	<b><i>Project Implementation Plan (Max 15 points)</i></b>	Developed Project Implementation Plan	<p>a) Project Implementation Plan addressing the deliverables according to the project Scope of work: (15 points)</p> <p>b) Incoherent or No plan: (0 points)</p>	15
			<b>TOTAL</b>	<b>100</b>

**Note: Bidders must obtain a minimum of 70 points to progress to the next stage of evaluation.**