**SHEQ EVALUATION OF TENDERS**

**HEALTH AND SAFETY**

* Annexure B: SHE requirement for tender enquiries;
* OHS plan must be aligned with the OHS specification and scope of work.
* Costing for Safety Health and Environmental management (the following are minimum requirements but not limited, medical fitness assessment, PPE, Trainings);
* Baseline Risk Assessment (BRA: Identification, assessment and management of OHS risks related to the scope of work. The methodology used for the risk assessment must be provided together with the BRA
* Valid Letter of Good Standing; policy signed by CEO/ MD; and
* OHS Competency (Consider scope of work, risks, SHE plan and applicability) CV,s and qualifications / certificates (LMI & LME certificates).

Upon contract awarding, the successful contractor should submit a safety file within 2 weeks prior the commencement of activities on site. The safety file must be as per the issued OHS specification.

**ENVIRONMENTAL REQUIREMENTS**

* Tender Submission Documentation
* The following documentation shall be submitted with all tender submissions:
* If the contractor is certified under national or international listing scheme, a certified copy of the certificate for certification shall be sent with the tender, if not, the company’s environmental management system manual and or Work Instructions should be submitted.
* An Environmental Aspects and Impacts register based on the scope of work as per tender documentation.
* Environmental Management Plan relating to the activities tendered for. This should, amongst others, be based on the scope of works as per tender documentation.
* Environmental bill of quantities as per scope of work.

**QUALITY REQUIREMENTS**

Category 3: Quality Requirements

Section A

* A.1 QMS Manual
* A.2 Quality Policy Approved by top management.
* A.3 Quality Objectives Approved by top management.
* A.4 Control of documented information
* A.5 Documented information for Control of nonconforming outputs
* A.6 Documented information for Nonconformity and Corrective action.
* A.7 Documented information for Internal audit

Section B

* B.1 Documented information for defined roles, responsibilities and authorities.
* B.2 Documented information for Control of Externally Provided Processes, Products and Services

Section C

* Draft Contract Quality Plan specific to the scope of work as described in the tender documents.

Section D

* QCP /Checklist/ ITP (Quality Control Plans) as per Scope of Works

Section E

* E.1 Form A is completed and signed.