

**REQUEST FOR QUOTATIONS**

**09 JUNE 2026**

**REQUEST FOR QUOTATIONS FOR RFQ TO  
CONDUCT ISO 45001 OHS CERTIFICATION AUDIT SERVICES**

## **1. Purpose**

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- 1.1. To invite service providers to send quotations for RFQ to Conduct ISO 45001 OHS Certification Audit Services.

## **2. Considerations/background**

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- 2.1. The Railway Safety Regulator (RSR) The RSR is a statutory organization, with its mandate primarily drawn from the Railway Safety Act No. 30 of 2024 (previously the National Railway Safety Regulator Act 16 of 2002).
- 2.2. The RSR is currently certified against the ISO 22301:2019 Business Continuity Management System. International Organization for Standardization (ISO) 45001:2018 is an international occupational health and safety (OH&S) management system standard. It provides a framework to improve employee safety, reduce workplace risks, and create better, safer working conditions. Adoption of ISO 45001:2018 will enhance Safety Performance, Regulatory Compliance, Organizational efficiency, Stakeholder confidence and cultural shift to promote a safety-first culture within the organization.
- 2.3. RSR requires the services of a qualified and accredited service provider to conduct certification audit on ISO 45001:2018 Occupational Health and Safety Management System.

### 3. Scope of work / Specification

**Specifications are as follows: RFQ to Conduct ISO 45001 OHS Certification Audit Services.**

- 3.1. The RSR hereby requests the services of a competent service provider, accredited with International Accreditation Forum (IAF) or South African National Accreditation System (SANAS) or any international certification accreditation body to conduct the ISO 45001:2018 Occupational Health and Safety Management Systems (OH & SMS Certification Audit for the RSR.RFQ to Conduct ISO 45001 OHS Certification Audit Services.
- 3.2. The appointed service provider will be responsible for conducting the re-certification audit, followed by two (2) surveillance audits.
- 3.3. The appointed service provider will be expected to:
  - Conduct a comprehensive certification audit against ISO 45001:2018 requirements;
  - Provide a detailed report outlining non-conformities, observations, and opportunities for improvement;
  - Facilitate feedback and close-out sessions with relevant RSR stakeholders;
  - Support the alignment and development

### 4. SCOPE OF SERVICE

5.

Year of Service	Function
2026	ISO 45001:2018 Certification Audit
2027	Surveillance Audit 1
2028	Surveillance Audit 2

## 6. MANDATORY REQUIREMENTS

- 6.1. The following documents must be submitted. Failure to submit any of the mandatory documents listed below will result in disqualification of the bid.

Requirements	Documents to be Submitted
Be accredited or recognized by International Accreditation Forum (IAF) or South African National Accreditation System (SANAS) or any international certification accreditation body.	Submit valid accreditation certificates confirming the <b>organization</b> is authorized to conduct audits on ISO 45001:2018 management system standards.

## 7. Administrative / Compliance Requirements

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- 7.1. Registration on National Treasury CSD report
- 7.2. Comprehensive quotation (prices must be VAT Inclusive)
- 7.3. Tax Pin & Tax clearance certificate
- 7.4. Fully Completed and signed Standard Bidding Documents (SBD) forms documents
- 7.5. A valid BBBEE certificate or sworn affidavit (on sworn affidavit indicate the day, month and year of the financial year period ie, 31 March 2022)
- 7.6. Valid company registration documentation that are issued by Companies & Intellectual Property Commission (CIPC)
- 7.7. A Copy of the identity document of the company owner(s)
- 7.8. Valid Medical Certificate

- 7.9. Valid South African Social Security Agency (SASSA) registration (**Where applicable**)
- 7.10. Valid National Council for Persons with Physical Disability in South Africa registration (NCPDSA)

*Failure to submit valid documents listed above (No - 5.5, 5.6, 5.7, 5.8, 5.9, 5.10) for proof of claim specific goals as stipulated in Section 6 below will lead to the service provider not being awarded points for specific goal.*

## 8. Functionality Evaluation Criteria

- 8.1. The suitable service provider must demonstrate capacity and capability to execute this project by complying with the functionality criteria on the table below:

No.	CRITERIA	POINTS (100)	Weight
1.	<p><b>REFERENCES:</b></p> <p>Previous Certification Audit conducted by the Service Provider (i.e. Bidding Company). Submission of reference letters of Certification Audit conducted in Public or Private Sector in the last 5 years on ISO 45001:2018.</p> <p>The reference letters should include:-</p> <ul style="list-style-type: none"> <li>a) Must be on the company letterhead</li> <li>b) Nature of the work conducted</li> <li>c) Must have contactable details</li> <li>d) Must be dated and signed</li> </ul>	<ul style="list-style-type: none"> <li>• 30 Points = 4 and above relevant reference letters</li> <li>• 20 Points = 3 relevant reference letters</li> <li>• 10 Points = 1 to 2 relevant reference letters</li> <li>• 0 Points = No relevant reference letter or irrelevant</li> </ul>	<b>30</b>

<p><b>2.</b></p>	<p><b>COMPETENCY:</b> <b>Capability to conduct certification or surveillance audit for ISO 45001:2018 OHSMS</b></p> <p><b>Competency:</b> Lead Auditor's proven number of years in conducting certification or surveillance audit, must be outlined in the CV submitted</p> <p><b><i>NB: The CV must clearly indicate the month and years of experience eg Jan 2020 to June 2023 and duties in full details</i></b></p>	<ul style="list-style-type: none"> <li>• <b>30 Points</b> = 5 years and more experience in conducting certification or surveillance audit on ISO 45001:2018</li> <li>• <b>20 Points</b> = More than 3 years to less than 5 years' experience in in conducting certification or surveillance audit on ISO 45001:2018</li> <li>• <b>15 Points</b> = From 2 years to 3 years' experience in conducting certification or surveillance audit on ISO 45001:2018</li> <li>• <b>10 Points</b> = From 1 to less than 2 years' experience in conducting certification or surveillance audit on ISO 45001:2018</li> <li>• <b>0 Points</b> = Less than 1 year experience in conducting certification or surveillance audit on ISO 45001:2018</li> </ul>	<p><b>30</b></p>
<p><b>3.</b></p>	<p><b>QUALIFICATIONS:</b> A Lead Auditors' completed a recognized lead auditor or internal auditor training course for the ISO standard 45001 by major accreditation</p>	<p><b>QUALIFICATION POINTS:</b></p> <ul style="list-style-type: none"> <li>• <b>20 Points</b> = ISO 45001:2018 OHSMS Lead Auditor certificate</li> </ul>	<p><b>20</b></p>

	Bodies ( i.e <b>BSI/TUV/ PECB/IRCA/ Exemplar Global</b> ). Submit training Certificates.	<ul style="list-style-type: none"> <li>• <b>15 Points</b> = ISO 45001:2018 Auditor Certificate</li> <li>• <b>0 Points</b> = No certification.</li> </ul>	
<b>4.</b>	<p><b>AUDIT APPROACH &amp; METHODOLOGY</b></p> <p>The Service Provider must provide a methodology outlining the audit approach, demonstrating a clear and logical audit plan, the application of relevant ISO audit techniques, and a well-defined process-based audit approach.</p>	<ul style="list-style-type: none"> <li>• <b>20 Points</b> = Exceptional: Demonstrates a highly structured, risk-based, and process-oriented audit approach; exceeds standard practices.</li> <li>• <b>10 Points</b> = Moderate: Meets baseline expectations; applies correct methodology but lacks customization or depth.</li> <li>• <b>5 Points</b> = Poor: Applies a generic or checklist-only audit method; misses key aspects of ISO auditing principles.</li> <li>• <b>0 Points</b> = No methodology</li> </ul>	<b>20</b>

Service Providers must attain a minimum threshold of **70 points** or more to be considered for evaluation on the 80/20 Preference Point System.

*Failure to attain the set minimum threshold will result in a disqualification.*

## 9. Evaluation 80/20 Preference Point System

- 9.1. The price quotations will be evaluated in accordance with the pre-scripts of the Preferential Procurement Policy Framework Act (PPPFA) and its regulations, in particular Preference Procurement Regulation 2022 which stipulate **80/20 preference point system for acquisition of goods or services with Rand value equal to or below R50 million (inclusive of all applicable tax).**
- 9.2. **A maximum of 80 points for price and 20 points for the specific goal specified on the request for quotation may be awarded to a Service Provider.**
- 9.3. **Points for the specific goal will be awarded as specified on the table below:**

NO	SPECIFIC GOALS	PREFERENCE POINT (OUT OF 20)	PROOF OF CLAIM
1	An Exempt Micro Enterprises (EME) or Qualifying Small Enterprise (QSE) which is <b>at least 51% owned by black people</b>	10	<ul style="list-style-type: none"> <li>• Copy of the identity document of the owner(s)</li> <li>• A valid SANAS accredited BBEE certificate or a valid BBEE sworn affidavit (whichever is applicable)</li> <li>• Central Supplier Database (CSD) report</li> <li>• Valid company registration documentation that are issued by</li> </ul>

			Companies & Intellectual Property Commission (CIPC)
2	An Exempt Micro Enterprises (EME) or Qualifying Small Enterprise (QSE) which is <b>at least 51% owned by black women</b>	5	<ul style="list-style-type: none"> <li>• Copy of the identity document of the owner(s)</li> <li>• A valid SANAS accredited BBEE certificate or a valid BBEE sworn affidavit (whichever is applicable)</li> <li>• Central Supplier Database (CSD) report</li> <li>• Valid company registration documentation that are issued by Companies &amp; Intellectual Property Commission (CIPC)</li> </ul>
3	An Exempt Micro Enterprises (EME) or Qualifying Small Enterprise (QSE) which is <b>at least 51% owned by youth</b>	3	<ul style="list-style-type: none"> <li>• Copy of the identity document of the owner(s)</li> <li>• A valid SANAS accredited BBEE certificate or a valid BBEE sworn affidavit (whichever is applicable)</li> <li>• Central Supplier Database (CSD) report</li> <li>• Valid company registration documentation that are issued by Companies &amp; Intellectual Property Commission (CIPC)</li> </ul>

4	An Exempt Micro Enterprises (EME) or Qualifying Small Enterprise (QSE) which is <b>at least 51% owned by person(s) with disabilities</b>	2	<ul style="list-style-type: none"> <li>• Copy of the identity document of the owner(s)</li> <li>• A valid SANAS accredited BBEE certificate or a valid BBEE sworn affidavit (whichever is applicable)</li> <li>• Central Supplier Database (CSD) report</li> <li>• Valid company registration documentation that are issued by Companies &amp; Intellectual Property Commission (CIPC)</li> <li>• Valid Medical Certificate</li> <li>• Valid South African Social Security Agency (SASSA) registration <b>(Where applicable)</b></li> <li>• Valid National Council for Persons with Physical Disability in South Africa registration (NCPDSA)</li> </ul>
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9.4. For Points to be awarded for the specific goals the proof for the claim for such goal must be submitted.

## 10. Technical Enquiries

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### 10.1. **SCM Enquiries**

Mr. Fumani Mabunda

[fumanim@rsr.org.za](mailto:fumanim@rsr.org.za)

### 10.2. **Project Manager Enquiries**

Mr. Eric Gereda

[ericg@rsr.org.za](mailto:ericg@rsr.org.za)

## 11. Closing Date and Time for responses to this request for quotation

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- 11.1. The request will be **closed on 19 June 2026 at 10h00**. Responses may be emailed to [fumanim@rsr.org.za](mailto:fumanim@rsr.org.za)