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Department:
Statistics South Africa
REPUBLIC OF SOUTH AFRICA

Mandatory Evaluation Criteria for a Request for Quotation (RFQ) to provide on-site Emergency Medical Services (EMS) in Cape Town from 26 to 28 May 2026 must be evaluated using a two-stage process. Bidders must score 100% in Phase 1 (Administrative & Statutory Compliance) to move forward to Phase 2 (Technical & Quality Evaluation). Failure to meet any single criterion in Phase 1 will result in immediate disqualification.

Phase 1: Administrative & Statutory Compliance (Pass/Fail)

Bidders must submit verified, unexpired proof for every item listed below:

- Ambulance Service Licensing: Valid Certificate of Registration/Licence to Operate an Ambulance Service issued by the Western Cape Government Department of Health under the Western Cape Ambulance Services Act.
- HPCSA Company Registration: Valid institutional registration with the Health Professions Council of South Africa (HPCSA) as an independent emergency medical service provider.
- Company Statutory Documents:
 - Valid CIPC Company Registration Documents (e.g., COR14.3).
 - Valid Tax Compliance Status Pin issued by the South African Revenue Service (SARS).

Phase 2: Technical & Quality Evaluation (Pass/Fail)

Bidders must explicitly confirm their capacity to deliver the exact scope of work requested.

1. Personnel Requirements

The bidder must submit CVs, certified ID copies, and current HPCSA registration cards for the specific personnel allocated to the event:

- 1 x Basic Life Support (BLS) Medic: Must hold a valid HPCSA registration as a Basic Ambulance Assistant (BAA) with a clear, active status.
- 1 x Intermediate Life Support (ILS) Medic: Must hold a valid HPCSA registration as an Ambulance Emergency Assistant (AEA) with a clear, active status.
- Professional Driving Permit (PrDP): At least one deployed crew member must possess a valid driver's licence with a Category G (Goods) and P (Passengers) PrDP to legally operate the ambulance.

2. Vehicle & Equipment Requirements

- Ambulance Compliance: Valid vehicle licence disc displaying emergency vehicle classification under the National Road Traffic Act and matching the vehicle deployed to the venue.
- Equipment & Consumables Checklist: A signed declaration confirming that the ambulance is fully equipped up to Intermediate Life Support (ILS) standards. This must include a portable oxygen supply, automated external defibrillator (AED), spinal immobilisation equipment, and an unexpired ILS medical drug kit.

3. Event Medical Plan Deliverable

- **Draft Event Medical Plan:** The bidder must submit a preliminary Event Medical Plan tailored to the specific conference venue. This document must align with the National Health Act Regulations Relating to Emergency Care at Mass Gathering Events and clearly outline:
 - Patient extraction and triage protocols.
 - Communication channels between the medics and venue management.
 - An escalation pathway to the nearest designated hospital in Cape Town (e.g., Netcare Christiaan Barnard Memorial Hospital or Groote Schuur Hospital).

Phase 3: Price and Preference Points (80/20 System)

Bidders who pass Phases 1 and 2 will be scored out of 100 points based on the Standard Preferential Procurement Policy Framework Act (PPPFA):

- **Price (80 Points):** Points are mathematically calculated based on the lowest acceptable competitive quote.
- **Specific Goals / B-BBEE (20 Points):** Points awarded based on the bidder's verified B-BBEE contribution level or specific local economic development goals