



RISK MANAGEMENT - TECHNICAL

PROJECT DESCRIPTION: OCCUPATIONAL HEALTH, SAFETY AND ENVIRONMENTAL (OHSE) AGENT AND ENVIRONMENTAL CONTROL OFFICER SERVICES FOR;
THE PLANNING, DESIGN, SUPPLY, CONSTRUCTION, INSTALLATION, TESTING, COMMISSIONING AND MAINTENANCE OF A NEW FULLY INTEGRATED, FUNCTIONAL, COMPLETE AND FUTURE-PROOFED PRASA NATIONAL DIGITAL NETWORK D&C PROJECT FOR WESTERN CAPE, KWA-ZULU NATAL AND GAUTENG REGIONS.

END USER: PRASA TECHNICAL RISK

1. OBJECTIVE OF THE PROPOSED PROJECT

To ensure PRASA deliver a safe project by achieving the following:

- On time Construction Permit application as per Construction Regulations 2014.
- Formulation of SHE specifications and monitoring thereof.
- Daily compliance with the Health, Safety Specification and Environmental Plan by means of expert advice.
- Regular audits and advise on corrective actions to be taken.
- Reporting and incident investigation of all Health, Safety incidents and Environmental impacts to various Departments and Institutions.
- Monitoring of OHSE until completion stage.
- Impacts and Aspects Register
- Maintaining Environmental Management Plan for the Project
- Compliance with the Environmental Plan by means of expert advice
- Regular inspections and advise on corrective actions to be taken.
- Reporting and investigation of all Environmental incidents to relevant Authority.
- As and when required environmental submittal to the RSR and or relevant Authorities.
- Monitoring of Environmental Plans until completion stage
- Monitoring and Review of Environmental Project Risk Assessment
- Update and submittal to the RSR



2. SCOPE OF WORK AND AREAS OF FOCUS

The OHSE Agent and ECO Services are required to oversee all SHE-related activities until rehabilitation for, **The Planning, Design, Supply, Construction, Installation, Testing, Commissioning and Maintenance of a New Fully Integrated, Functional, Complete and Future-Proofed PRASA National Digital Network D&C Project for Western Cape, Kwa-Zulu Natal and Gauteng Regions.**

Table1. The breakdown of the Scope per phase for this Project is as follows:

Scope Phase	Scope Description	
	Safety/Health	Environment
Pre-Construction	Draw Baseline Risk Assessment and Review Safety Health and Environmental Plans	
	Ensure risk control strategies and safe work procedures are developed.	
	Prepare Occupational Health Safety Specifications.	
	Application for Construction Permit to the Department of Labour. Review Safety Files as per Safety File Guidelines and develop Safety Specifications for Construction Tenders. Ensure Section 37.2 of Construction Regulations is adhered to. Submittal to the RSR.	Generate Environmental Management Plan (EMP) for duration of the Project.
Construction	• Induction and Training on SHE issues with regards to the construction site. • SHE Monthly Inspections & Monitoring • Ensure occurrence management and Contingency Plans are integrated with Contractor's SHE Plan. • Maintain Risk Register for the Project. • Generate EMP for duration of the Project; and • Ensure compliance to EMP (Environmental Management Plan). • Conduct, Monitor and Review Risk Assessments. • Approve Method Statements. • Conduct incident investigations as and when incidents occur.	



Scope Phase	Scope Description	
	Safety/Health	Environment
	- Generate Safety Health and Environmental (SHE) statistics and submit Monthly SHE Report; and - Ensure construction is in accordance with the Health and Safety Specifications. - Submittal to the RSR – for Construction Phase.	
	- Conduct Audits as per Construction Regulations. - Ensure legal compliance to NEMA, Construction Regulations 2014 and Occupational Health and Safety Act, No. 85 of 1993 as amended.	
Rehabilitation	Ensure rehabilitation of construction site is done.	
	- Close-Out Report. - Consolidated Project Risk Register.	

a. Details On the Preferred Solution

Occupational Health, Safety and Environmental (OHSE) Services.

b. Scope of work for the Proposed Project

- i. One (1) Pr Construction Health and Safety Agent (**national**).
- ii. Six (6) full time Pr Construction Health and Safety Officers (**two per region**).
- iii. Draft site-specific Safety Health and Environmental Specifications.
- iv. Construction Work Permit application on behalf of PRASA.
- v. Compliance with the issued Environmental Authorization
- vi. Draft and Review Risk Registers as and when required.
- vii. Ensure that the Agreement in terms of Section 37.2 of the OHS Act is done.
- viii. Assess the Contractors Health and Safety Plan, which would be prepared based on the Health and Safety Specifications. Ensure that the said Health and Safety Plan complies with the Specifications and addresses all the identified and likely hazards that could be encountered while performing the work and has included safe work procedures (Method Statements) to mitigate, reduce or control the hazards identified.
- ix. Should the Plan not comply fully, the Agent will be required to direct the Contractor to make the necessary changes so that the approved Health and Safety Plan is compliant to the Specifications and other legislative requirements.



- x. Ensure that the Health and Safety Plan and all the other required record documents (e.g. Appointments, Inspection, Compliance Certificates, “as built” documents, etc.) are kept in the Contractor’s SHE File on site.
- xi. Conduct inductions as and when required.
- xii. Ensure that the said EMP complies with the Specifications, has addressed all the identified and likely hazards that would be encountered while performing the work, and has included safe work procedures (method statements) to mitigate, reduce or control the hazards identified.
- xiii. Submittal to RSR for construction and post construction
- xiv. Occupations and Permit management, including adherence of High Voltage and Lock-out Procedures.
- xv. OHSE Agent together with the PRASA Team will scrutinize the construction process flow or program to ensure that interface is identified and that procedures are in place that will provide safe railway operations in accordance with SANS 3000.
- xvi. Ensure care is taken not to interfere with or damage any services within the immediate environment.
- xvii. Audit the Contractors work monthly to ensure compliance to the agreed (Occupational Health, Safety and Environmental (SHE) Plan, and that any Sub-contractors also comply with the agreed Plan. Furthermore, stop the Principal Contractor and or its Sub-contractor(s) should they not comply with the agreed safe working procedure.
- xviii. Attend Project Meetings and produce report for each meeting.
- xix. Ensure all Sub-contractor’s SHE Files are approved as per PRASA SHE File Guidelines.
- xx. Ensure that the Principal Contractor has corrected the defects reported in the Client’s Monthly Inspection Audit.
- xxi. Ensure that, should any changes be brought about to the design or construction, sufficient SHE information is available to the Principal Contractor to execute work. (Method Statements) to be approved.
- xxii. Ensure that the Contractors comply with the Construction Regulations of 2014, Occupational Health and Safety Act 85 of 1993, NEMA 107 of 1998 and its Regulations and Heritage Act 25 of 1999.
- xxiii. Take reasonable steps to ensure co-operation between all contractors appointed by the Principal Contractor to enable each of the Contractors comply with SHE Specifications, Environmental Management Plan (EMP), Construction Regulation, NEMA and all its Regulations.



- xxiv. Where a Client requires additional work to be performed as a result of a design change or an error in construction due to the actions of the client, the OHSE Agent must ensure that sufficient safety information is available to execute the required work safely (task risk assessment).
- xxv. Where a fatality or permanent disabling injury occurs on a construction site, the OHSE Agent must ensure compliance to Section 24 of the OHS Act, in accordance with Regulations 8 and 9 of the General Administrative Regulations, 2013. Furthermore, OHSE Agent must compile an incident report that includes the measures that the Contractor must implement to ensure a safe construction site as far as is reasonably practicable.
- xxvi. The Agent shall be familiar with the restrictions to access, and other matters as stated but not restricted to the SPK 7/1 (Specification for Works on, Over, Under or Adjacent to Railway Lines and near High Voltage Equipment) and E4E [Safety Arrangements and Procedural Compliance with the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993) and Applicable Regulations.
- xxvii. The Agent shall ensure that the Principal Contractor complies with all contract and legislation issues, especially the OHS Act 85 of 1993, Construction Regulation 2014 and NEMA 107 of 1998 and its Regulations.
- xxviii. The Agent shall coordinate all SHE interactions between the Contractors and the Technical and Operating Departments of Metrorail for the entire duration of the work, occupations and be responsible for ensuring safe execution of construction work, by co approving the Method Statements.
- xxix. Track expiry of Site Access Certificate and ensure application for Site Access Certificate renewal is done in advance.
- xxx. Evaluate the Principal Contractor's consolidated SHE File before handover to PRASA.
- xxxi. Ensure the entire construction site – i.e. campsite, laydown areas, adjacent areas, etc. are cleared and rehabilitated.
- xxxii. Submit Close-Out Report at the end of the Project.

c. Other related projects in the vicinity

Corridor Recovery.



3. TECHNICAL SPECIFICATIONS RELATED TO THIS PROJECT

3.1 TECHNICAL STAFF REQUIREMENTS – Failure to attach these will result in disqualification.

The appointed OHSE Company/organization will be required to provide qualified and experienced professional staff with the following key professional expertise:

- a. **One (1)** Construction Health and Safety Agents (PrCHSA) (**national**) and
- b. **Six (6)** Construction Health and Safety Officers (PrCHSO) (**two per region**).

Details of the minimum qualifications for the professional staff listed above are outlined below.

3.1.1 ONE CONSTRUCTION HEALTH AND SAFETY AGENT

The desired minimum qualifications for the Agent are outlined below:

- a) National Diploma Safety Management (NQF level 6)
- b) 4 Years or more post-graduation related experience as a Safety Agent
- c) Valid registration with The South African Council for the Project and Construction Management Professions (SACPCMP).

3.1.2 SIX CONSTRUCTION HEALTH AND SAFETY OFFICERS (PrCHSO)

The desired minimum qualifications for the Agent are outlined below:

- a) National Diploma Safety Management (NQF level 6)
- b) 3 years or more of post-graduation related experience,
- c) Must be professionally registered with Valid registration as a Construction H&S Officer with the SACPCMP (South African Council for the Project and Construction Management Professions).

4. TIME FRAMES / PROGRAMS

- a) The Principal Contractor is appointed for a period of **Twelve** (12) months, however in anticipation of delays/extensions the OHSE Agent will be appointed for **twelve** (12) months.
- b) This agreement will terminate, either when the **twelve months** (12) or the construction period is reached, whichever comes first.
- c) Overtime duties to assist towards the implementation of the NDN Project as and when required.
- d) Appointed contract to provide an hourly rate for this works as and when required
- e) Prices will be fixed for the duration of the contract period.



5. BILL OF QUANTITIES
As attached.

6. REQUIREMENTS

- a. Supply us with your company's CV (inclusive of all key personnel) as per item 3.1 above.
- b. Supply us with certified qualification and registration of all personnel.
- c. Supply us with referral letters of your completed works accompanied by issued Purchase Order.



Table2.

NB: Please ensure you supply separate Teams if you are tendering for more than one Project.

Suppliers must state the particulars of the works successfully carried out.

CLIENT	TEL. NUMBER	NATURE OF OHSE WORKS	VALUE OF OHSE WORKS FOR WHICH SUPPLIER WAS DIRECTLY RESPONSIBLE	OHSE CONTRACT PROJECT PERIOD

TECHNICAL/FUNCTIONALITY REQUIREMENTS

Scoring of Functionality:

The minimum threshold for the Technical/Functionality criteria is **(70%)** and Bidders who score below this minimum will not be considered for further evaluation in terms of **Price** and **Specific Goals**.



Evaluation Matrix

No	Evaluation	Scoring	Returnable	Rating	Score Weight
1	Organizational/company experience Proof that your company has completed OHSE service on construction related Projects over the past 10years. OHSE PO/Award Letter to be of a minimum of R500k. Each PO/Award Letter to be accompanied by Referral Letter referring to the same Project.	One (1) construction related OHSE Project completed /awarded to your organisation >R500k.	Complete Table3 below. •Bidders are to provide details and signed reference letters (including project name and duration) for OHSE Project(s) provided in Table3. •Reference letters to be on the referring company letterhead. NB: The Bidder to ensure that the contact details and email addresses of the clients provided in Table3 are valid. Supporting PO/Award Letter/Agreement to be attached to each Reference Letter. Supporting PO/Award Letter/Agreements to be attached to each Reference Letter referring to the same Project. NB: Failure to provide corresponding reference letter(s) for the projects listed in Table2 will lead to the disregard of those project(s)	1	25
		Two (2) construction related OHSE Project completed/awarded to your company.		2	
		Three (3) construction related OHSE Project completed/awarded to your company.		3	
		Four (4) construction related OHSE Project completed/awarded to your company.		4	
		Five (5) construction related OHSE Project completed/awarded to your company.		5	



No	Evaluation	Scoring	Returnable	Rating	Score Weight
2	Provide CV of Construction Health & Safety Agent (PrCHSA)	CV to show post-graduation experience of a minimum of 3years	Experience to be in line with Construction Safety.	1	15
		CV to show post-graduation experience of above 4years		2	
		CV to show post-graduation experience of above 5years		3	
		CV to show post-graduation experience of above 6years		4	
		CV to show post-graduation experience of above 7years		5	



No	Evaluation	Scoring	Returnable	Rating	Score Weight
3	Construction Health & Safety Officer (PrCHSO)	CV to show post-graduation experience of a minimum of 3years	Experience to be in line with Construction Safety.	1	10
		CV to show post-graduation experience of above 4years		2	
		CV to show post-graduation experience of above 5years		3	
		CV to show post-graduation experience of above 6years		4	
		CV to show post-graduation experience of above 7years		5	



No	Evaluation	Scoring	Returnable	Rating	Score Weight
4	Construction Health & Safety Officer (PrCHSO)	CV to show post-graduation experience of a minimum of 3years	Experience to be in line with Construction Safety.	1	10
		CV to show post-graduation experience of above 4years		2	
		CV to show post-graduation experience of above 5years		3	
		CV to show post-graduation experience of above 6years		4	
		CV to show post-graduation experience of above 7years		5	



No	Evaluation	Scoring	Returnable	Rating	Score Weight
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No	Evaluation	Scoring	Returnable	Rating	Score Weight
5	Construction Health & Safety Officer (PrCHSO)	CV to show post-graduation experience of a minimum of 3years	Experience to be in line with Construction Safety.	1	10
		CV to show post-graduation experience of above 4years		2	
		CV to show post-graduation experience of above 5years		3	
		CV to show post-graduation experience of above 6years		4	
		CV to show post-graduation experience of above 7years		5	



No	Evaluation	Scoring	Returnable	Rating	Score Weight
6	Construction Health & Safety Officer (PrCHSO)	CV to show post-graduation experience of a minimum of 3years	Experience to be in line with Construction Safety.	1	10
		CV to show post-graduation experience of above 4years		2	
		CV to show post-graduation experience of above 5years		3	
		CV to show post-graduation experience of above 6years		4	
		CV to show post-graduation experience of above 7years		5	



No	Evaluation	Scoring	Returnable	Rating	Score Weight
7	Construction Health & Safety Officer (PrCHSO)	CV to show post-graduation experience of a minimum of 3years	Experience to be in line with Construction Safety.	1	10
		CV to show post-graduation experience of above 4years		2	
		CV to show post-graduation experience of above 5years		3	
		CV to show post-graduation experience of above 6years		4	
		CV to show post-graduation experience of above 7years		5	



No	Evaluation	Scoring	Returnable	Rating	Score Weight
8	Construction Health & Safety Officer (PrCHSO)	CV to show post-graduation experience of a minimum of 3years	Experience to be in line with Construction Safety.	1	10
		CV to show post-graduation experience of above 4years		2	
		CV to show post-graduation experience of above 5years		3	
		CV to show post-graduation experience of above 6years		4	
		CV to show post-graduation experience of above 7years		5	



RECOMMENDATION AND APPROVAL REQUEST FOR QUOTATION FOR APPOINTMENT OF AN OHSE AGENT AND ENVIRONMENTAL CONTROL OFFICER SERVICES FOR: THE PLANNING, DESIGN, SUPPLY, CONSTRUCTION, INSTALLATION, TESTING, COMMISSIONING AND MAINTENANCE OF A NEW FULLY INTEGRATED, FUNCTIONAL, COMPLETE AND FUTURE-PROOFED PRASA NATIONAL DIGITAL NETWORK D&C PROJECT FOR WESTERN CAPE, KWA-ZULU NATAL AND GAUTENG REGIONS.

RFQ REQUESTED BY:

Signature: 

Name: Vuyani Mahlongwe

Designation: Group Capital :NDN Project Manager

Date: 2025/10/03

RFQ SUPPORTED BY:

Signature: 

Name: Tebogo Mogoje

Designation: Group Capital: Chief Engineer Signal and Telecoms

Date: 2025/10/03

APPROVED / NOT APPROVED BY:

Signature: 

Name: Athanacius Makgamatha

Designation: Group Capital: Signals and Telecoms : General Manager

Date: 03/10/2025