

Evaluation Criteria

1 Phase1: Gate Keeping Criteria - Failure to comply with the gate-keeping criteria will not be further evaluated

- 1.1 The bidder shall complete the pricing schedule in the format provided by SAPO.
- 1.2 The bidder must be a member of Council for Medical Scheme (apply to medical schemes only). Membership must be submitted as a proof.
- 1.3 Proof of Registration with FSCA (Financial Sector Conduct Authority), service providers to provide the valid certificate (apply to Healthcare providers). FSCA certificate must be submitted as proof.
- 1.4 The service provider(s) must provide their latest Audited Annual Financial Statements (2021/2022)

2 Bid Conditions

2.1 Reference Letters

- 2.1.1 The bidder to submit minimum of one (1) signed client reference letter(s) (on the client letterhead) where medical scheme/Healthcare Insurance services was provided nationally in the past 5 years (between 2017 and 2022). The letters must indicate the year in which the services were provided, including options offered by the medical scheme/healthcare.
- 2.1.2 The letters must indicate the sectors where medical/healthcare services were provided (SOE's, Banking and Financial Services Corporates)
- 2.1.3 Bidders to submit company registration to confirm the number of years in the Medical Scheme/Healthcare services
- 2.1.4 The service provider(s) must have experience and capacity of providing services to the client.

2.2 CSD Registration:

Bidders must be registered on the National Treasury Central Supplier Database (CSD). If the bidders are not registered the bidder can register online at the following website www.csd.gov.za to upload mandatory information as required. Bidders must provide proof of registration, by means of submitting a printed copy of their CSD Registration Summary Report.

2.3 Tax compliance requirements

SAPO will not do business with a supplier who is not tax compliant.

The tax compliance requirements are as follows:

- Bidders shall submit their unique personal identification number (pin) issued by SARS to enable the verification of the bidder's tax status.
- In bids where consortia / joint ventures / sub-contractors are involved, each party must submit a separate proof of PIN / CSD number.
- Where a bidder is a foreign supplier and the answer is "NO" to all of the below, then, it is not a requirement to obtain a tax compliance status / tax compliance system pin code from the South African revenue service (SARS)
 - Is the bidder a resident of the republic of South Africa (RSA)?
 - Does the bidder have a branch in the RSA?
 - Does the bidder have a permanent establishment in the RSA?
 - Does the bidder have any source of income in the RSA?

2.4 BBBEE Compliance requirements

Only SANAS accredited BBBEE certificates are acceptable. In the event that this requirement is changed by the DTI, the amendment shall apply.

Qualifying Small Enterprises and Exempted Micro Enterprises shall submit with their bids Sworn Affidavit attested by the Commissioners of Oaths

Public entities and tertiary institutions must also submit B-BBEE Status Level Verification Certificates together with their tenders.

If an institution is already in possession of a valid and original or certified copy of a tenderer's B-BBEE Status Level Verification Certificate that was obtained for the purpose of establishing the database of possible suppliers for price quotations or that was submitted together with another tender, it is not necessary to obtain a new B-BBEE Status Level Verification Certificate each time a tender is submitted from the specific tenderer

2.5 SBD Forms

Bidders must complete and submit the requested SBD4 forms as attached in the bid documents.

2.6 Restricted Suppliers

SAPO shall disqualify bidders that are in the National Treasury list of restricted suppliers.

3 Phase 3: Due diligence (Presentation) will be evaluated as follows:

Medical offering but not limited to the following:

Health Care Insurance AND Medical Scheme: If the bidder is offering all SAPO minimum requirements the bidder will be deemed comply and be considered for the bid, but if the bidder is offering less than SAPO minimum requirements then the bidder will be deemed non-compliant and will not be considered for the bid

Description	Main Options	Comply	Non Compliant	Premium Charged (Rand)
	SAPO Min Requirements AND Visits			
Optical	<ul style="list-style-type: none"> Minimum optometry benefits One Eye Test; every 24 months One set of standard frames every 24 months; Contact Lenses every 24 months 			R
Dental	<ul style="list-style-type: none"> Scale and polish; one visit per annum Infection control; one visit per annum 2 extractions per Annum 2 filings per annum Crown dental per annum Orthodontist per annum 			R
Day to day doctor visits	<ul style="list-style-type: none"> Doctors network to consist of dispensing and scripting doctors Unrestricted GP visits based on usage of the member Out-Network Visits permitted based on healthcare plan 			R
Maternity	<ul style="list-style-type: none"> Minimum Maternity benefits: 1 Growth Sonar in first trimester; 1 Growth Sonar in the second trimester; unlimited specific blood tests 			R
Hospitalisation/Hospital plan	<ul style="list-style-type: none"> Accidental Hospital Cover Dread Disease Benefit; Hospital Maternity Benefits Daily Illness Benefit; Surgical Procedure Benefits; ICU Illness Benefit Members must have access to Private Hospital Groups 			R
Chronic	<ul style="list-style-type: none"> Chronic Conditions must be covered; 			R

	<ul style="list-style-type: none"> Chronic Disease Management Program; Chronic medication provided for conditions 			
Pathology	<ul style="list-style-type: none"> Unlimited basic pathology 			R
Other	<ul style="list-style-type: none"> Over The Counter benefit per annum Emergency Services (Road & Air) provided by service provider Unlimited basic radiology Health and Trauma Counselling when required 			R
Total (Rand)				R

*Bidders are allowed to provide more available options but SAPO will be evaluating the bids on the above option.

4. Phase 4: Price & B-BBEE.

The 80/20 preferential point system

Criteria	Weight	Sub-criteria
Price & B-BBEE	100	
Total Price	80/100	Benchmark against the lowest price
B-BBEE	20/100	B-BBEE Level Status

* Service providers that meets the due diligence criteria and affordable / low cost Medical Scheme/Healthcare Insurance will be considered for this bid

❖ *Definition of affordable and low cost medical scheme/healthcare insurance shall mean the cost per minimum requirement or benefit*