



**SUPPLY CHAIN MANAGEMENT**  
**Room K 016**  
**FIRST AVE ENTRANCE**  
**TEL: 051 – 4477771 x 2306**  
**FAX-2-E-MAIL: 086 729 6757**  
**E-MAIL: quotation@pacofs.co.za**

## **INVITATION FOR A QUOTATION**

**REFERENCE NUMBER: SCM07OCCUPATIONALHEALTHANDSAFETY2026**

Kindly provide PACOFS with a signed quotation for **Occupational Health And Safety(OHS) consultants for renovation and refurbishment project**. Kindly complete SBD forms and send with your quotation. All the requested documents in the RFQ should be submitted to avoid disqualification.

The appointed firm will be responsible for the following scope of work:

1. Developing project-specific OHS specifications,
2. Reviewing and approving the contractor's health and safety file,
3. Conducting a comprehensive baseline risk assessment,
4. Regular site inspections and audits, (see annexure A).
5. Preparing detailed reports with clear findings and corrective actions,
6. Actively participating in site meetings,
7. and monitor contractor compliance
8. Provide guidance on all legal and regulatory requirements,
9. Ensure adherence to construction work permit conditions where applicable,
10. and manage incident investigations and reporting
11. Refer to **Annexure A** attached for pricing schedule

### **Requirements:**

1. Detailed CV's of the directors with at least one Director in possession of:
  - 1.1 Certified qualifications – National Diploma/Degrees in Occupational Health & Safety,
  - 1.2 SAMTRAC/NEBOSH,
  - 1.3 Level 2 Valid First Aid Certificate (minimum),
  - 1.4 Incident Investigation Certificate,
  - 1.5 Risk Assessment Certificate,
  - 1.6 and Legal Liability Training
  - 1.7 Proof of SACPCMP registration as a
    - 1.7.1 Construction Health and Safety Agent (CHSA)
    - 1.7.2 or Construction Health and Safety Manager (CHSM).
  - 1.8 Proof of SAIOSH registration
2. Experience:
  - 2.1 3-5 years in Construction Health and Safety.
  - 2.2 Relevant in renovations, refurbishments, and alterations of a live environment.
3. Proof of indemnity insurance

***For any queries, please contact Supply Chain at [quotation@pacofs.co.za](mailto:quotation@pacofs.co.za) or 051 – 447-7771***

- 1. Please provide your CSD supplier and unique registration number for verification on the CSD database. Please attach a valid tax clearance and B-BBEE certificate.**
- 2. Please submit the completed SBD 4 Bidders Disclosure and SBD 6.1 Preference Points claim form in terms of the Preferential Procurement Regulations 2022.**
- 3. Evaluation criteria 80/20 will be applicable as per Preferential Procurement Regulations 2022.**
- 4. The service provider will be allocated points based on the goals stated in table 1 of SBD 6.1 as may be supported by proof/ documentation/. The B-BBEE/Sworn Affidavit shall be used to verify claim of such points.**
- 5. The offer scoring the highest points should win the quote. This quotation is subject to the Preferential Procurement Policy Framework Act, 2000 and the Preferential Procurement Regulations, 2022, the Conditions of Contract (GCC) and, if applicable, any other special conditions of contract.**

## **VERY IMPORTANT NOTICE!**

1. PLEASE SUBMIT QUOTATIONS ON A COMPANY LETTERHEAD.
2. PAYMENT WILL BE DONE WITHIN 30 DAYS AFTER RECEIPT OF THE ORIGINAL INVOICE.
3. BANKING DETAILS (REMITTANCE NAME; BRANCH CODE AND ACCOUNT NUMBER) MUST APPEAR ON YOUR INVOICE AND MUST CORRESPOND WITH THE BANKING DETAILS DISPLAYED ON THE CSD REGISTRATION REPORT.
4. PLEASE REMEMBER TO SIGN YOUR QUOTATION. UNSIGNED QUOTATIONS – INVALID.
5. THE TOTAL PRICE QUOTED MUST INCLUDE VAT AS WELL AS DELIVERY COSTS (THE COMPANY WHICH IS NOT VAT REGISTERED SHOULD NOT INCLUDE VAT IN THE PRICE).
6. IF VAT IS CLAIMED, VAT NUMBER SHOULD APPEAR ON THE QUOTATION.
7. NO CESSIONS WILL BE SIGNED.
8. A VALID B-BBEE CERTIFICATE SHOULD BE SUBMITTED.
9. QUOTATIONS SHOULD BE VALID FOR 30 DAYS.
10. PRICE QUOTED SHOULD NOT BE ON SPECIAL OR SALE.
11. PLEASE DO NOT INFLATE PRICES.
12. PACOFS RESERVES THE RIGHT TO AWARD OR WITHDRAW THE BID.
13. NO PREPAYMENT/UPFRONT PAYMENT WILL BE MADE BY PACOFS.
14. QUOTATIONS NOT OBTAINED THROUGH THE DEDICATED QUOTATIONS EMAIL WILL NOT BE USED TO APPOINT A SERVICE PROVIDER.

**OPENING DATE: 20 APRIL 2026**

**CLOSING DATE & TIME FOR QUOTATION / PROPOSALS:**

**THURSDAY 30 APRIL 2026 at 11h00**

**Please submit quotation via E-mail to [quotation@pacofs.co.za](mailto:quotation@pacofs.co.za)**

**No late submission will be accepted!**