

REQUEST FOR QUOTATION FORM FOR GOODS AND SERVICES

AGRICULTURAL RESEARCH COUNCIL (SCW)

Technical specification for Occupational Medical Services

1. Background

1.1 The ARC requires a **once-off** annual occupational medical services for 1 SCW campus and 6 satellite offices, namely: Soil Climate & Water (Arcadia, Glen, Stellenbosch, Levubu, Nelspruit, Cedara, Bethlehem)). These services are fundamental to ensuring health, safety, legal obligation & minimizing the risk of occupational diseases.

Bidders are kindly requested to submit written quotation to Agricultural Research Council: SCW for services listed below & further provide written proof of accreditation as per following specification:

Description	Quantity	UOM
OCCUPATIONAL MEDICAL EXAMINATIONS	120 employees	each
ADDITIONAL BIOLOGICAL MONITORING/ CLINICAL ASSESSMENT FOR EMPLOYEE EXPOSURE TO: Chemical agents (Perchloric acid, Nitric Acid, Ethanol & Ammonia) Organic & inorganic dust	5 2	
BE REGISTERED & FURNISH PROOF OF VALID REGISTRATION CERTIFICATE OF: 1. THE HEALTH PROFESSIONS COUNCIL OF SOUTH AFRICA, AS AN OCCUPATIONAL MEDICAL PRACTITIONER &/ FACILITY; AND 2. SOUTH AFRICAN SOCIETY FOR OCCUPATIONAL MEDICINE.		

1.2 Bidder must utilize accredited laboratory and radiological services,

1.3 Bidder must utilize SANS approved medical equipment (be in possession of valid calibration certificate, when requested),

1.4 Bidder must provide valid registration certificate with the Department of Employment and Labour Compensation Commissioner.

2 Deliverables

- Annual occupational medical examinations
- Lung X-Rays (where specified for organic & inorganic dust)
- Audiometric test
- Physical examination (incl BMI, cholesterol, blood pressure & blood glucose test)
- Vision test
- Written report submission &/ feedback meeting

3 Pricing Guide

Bidders are required to submit proposals as per the following pricing guide on the company letterhead:

No	Description	Quantity	UOM
3.1.	Occupational medical examinations (incl BMI, cholesterol, blood pressure, vision test, blood glucose test, audiometric test & lung spirometry)	120	each
3.2.	Other charges • Laboratory analysis (body fluids/ blood) • Travel • X-rays	5 2	each

4 Compulsory Requirements

No	Compulsory requirement	Comply (Yes / No)	Details to Offer
4.1	Submit with the proposal a valid current Tax pin code as issued by SARS		
4.2	Bidders shall be registered on the Central Supplier Database. Proof of registration on the Central Supplier Database (CSD) to be included in the bid proposal. Information may be obtained from www.csd.gov.za		
4.3	Submit with the proposal valid accreditation certificates with HPCSA, SASOM & SANC (for support nursing staff)		
4.4	Completed and signed Standard Bidding Documents (SBD) forms included in the bid document		
4.5	Bidders shall include with the proposal a company profile with a list of previous		

No	Compulsory requirement	Comply (Yes / No)	Details to Offer
	experience included.		
4.6	Bidders shall include at least two (2) reference letters from clients for similar services		
4.8	Bidders shall include a copy of the valid current certificate issued by Department of Employment and Labour in terms of the Compensation for Occupational Injuries and Diseases Act (COIDA) and Unemployment Insurance Act		

5 Delivery addresses

Outstation	Physical Address	Employees	Students	Additional info
Glen, Bloemfontein (incl 1 person from Bethlehem)	Glen Agricultural College Gielie Joubert Street Glen	9		
Nelspruit	ARC-ITSC, River Street Nelspruit	3		May arrange assistance from nearby clinic
Cedara, Pietermaritzburg	Old Main Road Cedara	3	2	May arrange assistance from nearby clinic
Stellenbosch	Helshoogte Road Stellenbosch	3		May arrange assistance from nearby clinic
Arcadia (incl 1 person from Levhubu)	600 Belvedere Street, Arcadia, Pretoria	60	40	
		78	42	