



**health**

Department:  
Health  
REPUBLIC OF SOUTH AFRICA

Reference No: NDoH29 2024/2025, Deviation

Enquiries: S. Maphanga

Office No: C3 14B

Extension: 8327

Date: 8 July 2025

## **THE DIRECTOR-GENERAL**

**SUBJECT: REQUEST THE DIRECTOR GENERAL TO APPROVE THE AWARD, SIGN THE CONTRACT FORMS (SBD7.2) AND APPOINTMENT LETTERS FOR NDOH29-2024/2025: APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE PHYSICAL, ELECTRONIC STORAGE AND ELECTRONIC RETRIEVAL OF ADMINISTRATIVE, CLAIMANT AND REVENUE FILES OF THE MBOD/CCOD FOR A PERIOD OF FIVE (5) YEARS AND APPROVE THE APPOINTMENT OF ARCHITECTURAL SERVICES FOR THE COMPLETION OF ETHANDAKUKHANYA COMMUNITY HEALTHCARE CENTRE THROUGH A DEVIATION FROM THE OPEN TENDER PROCESS IN ACCORDANCE WITH PFMA TREASURY REGULATION 16A6.4.**

## **PURPOSE**

1. The purpose of this submission is to request the Director General to consider and approve the below recommendations made by the Departmental Bid Adjudication Committee (DBAC)
2. Approve the award of NDoH29-2024/2025: Appointment of a service provider to provide physical, electronic storage and electronic retrieval of administrative, claimant and revenue files of the MBOD/CCOD for a period of five (5) years
3. Approve the appointment of architectural services for the completion of Ethandakukhanya Community Healthcare Centre through a deviation from the open tender process in accordance with PFMA treasury regulation 16a6.4.
4. The Director General is hereby requested to further review and if he concurs, append his signature on the attached letters of appointment and contract form (SBD 7.2).

## **SUMMARY**

5. The above-mentioned cases were tabled at the DBAC meeting held 02 July 2025. DBAC resolved to recommend the following for the Director General's approval:
6. Approve the award of NDoH29-2024/2025: Appointment of a service provider to provide physical, electronic storage and electronic retrieval of administrative, claimant and revenue files of the MBOD/CCOD for a period of five (5) years

REQUEST THE DIRECTOR GENERAL TO APPROVE THE AWARD, SIGN THE CONTRACT FORMS (SBD7.2) AND APPOINTMENT LETTERS OF NDOH29-2024/2025: APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE PHYSICAL, ELECTRONIC STORAGE AND ELECTRONIC RETRIEVAL OF ADMINISTRATIVE, CLAIMANT AND REVENUE FILES OF THE MBOD/CCOD FOR A PERIOD OF FIVE (5) YEARS AND APPROVE THE APPOINTMENT OF ARCHITECTURAL SERVICES FOR THE COMPLETION OF ETHANDAKUKHANYA COMMUNITY HEALTHCARE CENTRE THROUGH A DEVIATION FROM THE OPEN TENDER PROCESS IN ACCORDANCE WITH PFMA TREASURY REGULATION 16A6.4.

7. Approve the appointment of architectural services for the completion of Ethandakukhanya Community Healthcare Centre through a deviation from the open tender process in accordance with PFMA treasury regulation 16a6.4.

## **STRATEGIC FOCUS OF THE SUBMISSION (APP AND STRATEGIC PLAN)**

8. The projects contribute towards improvement of public health service platform through various programmes of National Department of Health and Provincial Department of Health.

## **DISCUSSION**

9. The above-mentioned case was processed as follows:
  - 9.1 **NDOH29-2024/2025:** Appointment of a service provider to provide physical, electronic storage and electronic retrieval of administrative, claimant and revenue files of the MBOD/CCOD for a period of five (5) years. The recommended bidder is Metrofile Vysion (Pty) Ltd at the value of R25,459,132.08. The detailed procurement process and recommendation is outlined in the attached DBAC submission attached as **Annexure A**
    - 9.1.1 The appointment letter and SBD 7.2 form which constitutes a binding contract to the recommended bidder, Metrofile Vysion (Pty) Ltd has been attached as **Annexure B**.
  - 9.2 Appointment of architectural services for the completion of Ethandakukhanya Community Healthcare Centre through a deviation from the open tender process in accordance with PFMA treasury regulation 16a6.4. The recommended bidder is Consultium Architects (Pty) Ltd at a value of R3,272,114.09. The detailed deviation process and recommendation is outlined in the attached DBAC submission attached as **Annexure C**
    - 9.2.1 The appointment letter and SBD 7.2 form which constitutes a binding contract to the recommended bidder, Consultium Architects (Pty) Ltd has been attached as **Annexure D**.
  - 9.3 This submission is therefore presented to the Director General, requesting that he considers and approves the above recommendation as stated in 9.1 and 9.2 of this submission. Should the Director General concur he is requested to append his signature on this submission as well as the attached appointment letters and SBD 7.2 contract forms.

## **RELEVANCE TO THE NATIONAL DEVELOPMENT PLAN**

- 10 The project contributes to the improvement of the public health service platform through various programs of the National Department of Health and Provincial Department of Health.

REQUEST THE DIRECTOR GENERAL TO APPROVE THE AWARD, SIGN THE CONTRACT FORMS (SBD7.2) AND APPOINTMENT LETTERS OF NDOH29-2024/2025: APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE PHYSICAL, ELECTRONIC STORAGE AND ELECTRONIC RETRIEVAL OF ADMINISTRATIVE, CLAIMANT AND REVENUE FILES OF THE MBOD/CCOD FOR A PERIOD OF FIVE (5) YEARS AND APPROVE THE APPOINTMENT OF ARCHITECTURAL SERVICES FOR THE COMPLETION OF ETHANDAKUKHANYA COMMUNITY HEALTHCARE CENTRE THROUGH A DEVIATION FROM THE OPEN TENDER PROCESS IN ACCORDANCE WITH PFMA TREASURY REGULATION 16A6.4.

## CORPORATE SERVICES IMPLICATIONS

11 None

  
**MR. P.P MAMOGALE**  
**ACTING DDG: CORPORATE SERVICES**  
**DATE: 11/07/2025**

## FINANCIAL AND SUPPLY CHAIN MANAGEMENT IMPLICATIONS

12 As listed in the tables below:

| Bid Number       | Service Provider(s)               | Value          |
|------------------|-----------------------------------|----------------|
| NDOH29-2024/2025 | • Metrofile Vysion (Pty) Ltd      | R25 459 132.08 |
| Deviation        | • Consultium Architects (Pty) Ltd | R3 272 114.09  |

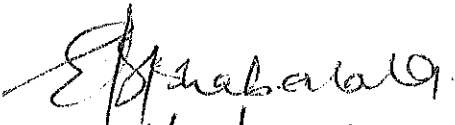
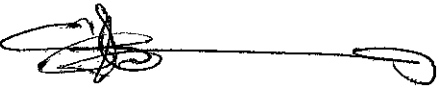
*As per DBAC recommendation*  
  
**MR. P.P MAMOGALE**  
**CHIEF FINANCIAL OFFICER**  
**DATE: 11/07/2025**

Deviation  
 However, paragraph 4.4 of a DBAC does not indicate how the two architectural firms were considered and why RFP was not issued publicly for shorter period.  
*Mamogale.*

REQUEST THE DIRECTOR GENERAL TO APPROVE THE AWARD, SIGN THE CONTRACT FORMS (SBD7.2) AND APPOINTMENT LETTERS OF NDOH29-2024/2025: APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE PHYSICAL, ELECTRONIC STORAGE AND ELECTRONIC RETRIEVAL OF ADMINISTRATIVE, CLAIMANT AND REVENUE FILES OF THE MBOD/CCOD FOR A PERIOD OF FIVE (5) YEARS AND APPROVE THE APPOINTMENT OF ARCHITECTURAL SERVICES FOR THE COMPLETION OF ETHANDAKUKHANYA COMMUNITY HEALTHCARE CENTRE THROUGH A DEVIATION FROM THE OPEN TENDER PROCESS IN ACCORDANCE WITH PFMA TREASURY REGULATION 16A6.4.

## RECOMMENDATION

- 13 It is recommended that the Director General considers, and grants approval as follows:
- 13.1 Approve the award to Metrofile Vysion (Pty) Ltd for physical, electronic storage and electronic retrieval of administrative, claimant and revenue files of the MBOD/CCOD for a period of five (5) years NDoH29-2024/2025.
- 13.2 Approve the award to Consultium Architects (Pty) Ltd for architectural services for the completion of Ethandakukhanya community healthcare centre through a deviation
- 13.3 If the Director General concurs with the content of this submission, he is requested to append his signature on the attached appointment letters and SBD 7.2 contract forms.

|                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                               |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Ms DE Tshabalala</b><br/> <b>Chief Director: Supply Chain and Assets Management</b></p> <p></p> <p>DATE: 09/07/2025<br/> Recommended/Not recommended</p> | <p><b>Mr PP Mamogale</b><br/> <b>Chief Financial Officer</b><br/> <b>Branch: Financial Management</b></p> <p></p> <p>DATE: 11/07/2025<br/> Recommended/Not recommended</p> |
| <p><b>DIRECTOR-GENERAL: DR SSS Buthelezi</b></p> <p></p> <p>DATE: 14/07/2025<br/> Approved/Not Approved/Amended<br/> Letters Signed / Letters not signed</p>  |                                                                                                                                                                                                                                                               |