

	Annexure C 1: SHE Tender Returnable –: Maintenance, repairs & servicing of transformer oil purification & filtration plants in Mpumalanga OU as when required for period of five years	Template Identifier	240-43921898	Rev	5
		Document Identifier	240-77471651	Rev	3
		Effective Date	May 2021		

The following Minimum OHS -related requirements that bidders have to address and respond to when submitting their tender returnable are as follows:

Ref.	Eskom Health and Safety Requirements Checklist	Proof Required	
		Yes	No
	Section A: OHS Legal Requirements to be met by Contractors at Tender Stage before contract award (Application of Responsive and Non-Responsive Criteria)		
1.	Develop and submit your company OHS/ SHEQ policy signed by CEO/ MD not SHE Officer. (It should have the next review date, should comply with OHS Act Section 7 and shall be aligned with ISO 45001 Policy principle standard requirements).		
2.	Submit a Valid Letter of Good Standing or equivalent, i.e., COID, FEMA or RMA. Your COID must depict the correct/ relevant nature of business, e.g., Installation, Maintenance, repairs of Electrical components etc. Copy must be certified not older than 3 months at the date and time of the tender closing.		
3.	3.1 Provide Sets of Baseline Risk Assessment (BRA), relevant to the scope of work which must address 3.1.1 Identification of SHE hazards, i.e., assessment of SHE risks related to the construction scope of work activities: and The below criteria should be applied. ▪ Consequence rating ▪ Likelihood rating ▪ Risk rating, ▪ Detailed mitigation measures, review and monitoring plan shall be incorporated 3.2 Provide the BRA Procedure with the methodology used for the risk assessment must be submitted.		
4.	Provide your Company Organogram indicating key SHE personnel including your individual general employees. (Reference should be made to specific OHSA Sections and Its related Regulations) Must have a dates and CEO Signature not SHE Officer.		
5.	Provide the following SHE Competency training certificates (All certificates should be certified and should not be certified older than three months at the time of tender closing). 5.1 First Aid Intermediate Certificate - US 120496 and Service Provider's Department of Labour / relevant SETA Accreditation Certificate. 5.2 Basic Fire Fighting Training- US 12484 5.3 Incident Management/ Investigation Training US 120335 5.4 HIRA Training certificate- US120330		

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6.	Submit Valid Medical Fitness Certificate as per your company submitted organogram, issued by the Occupational Medical Health Services/practitioner		
7.	Provide Incident management procedure		
8.	Provide substance abuse procedure		
9.	9.1 Provide vehicle management and driver safety procedure Including but not limited the inspection, and maintenance of vehicles used for business. Driver fitness and fatigue management 9.2 Certified copies of driver's license – copies to be certified not older than 3 months from the date of the tender closing		
10.	Is the acknowledgement of Eskom's SHE rules , and requirements form (Annexure B) Fully signed and submitted by the tenderer?		
	End		

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COMPANY SIGN-OFF

I acknowledge that the company information provided in this Occupational Health and Safety Questionnaire, as part of the Eskom OHS tender returnables, is true, authentic, and correct to the best of my knowledge.

Company name	
Name & Surname (Company Owner)	
Signature	
Date	

Scoring Criteria:

0 = Document not submitted OR submitted but does not satisfy the minimum requirements

1 = Document submitted, and the content satisfy the minimum SHE requirements

Comments: first evaluation	1st evaluation	2nd evaluation (after 07 days)	Responsive / Non-Responsive
Comments second evaluation (Within 07 working days)	Completed/ outstanding (tick)	Complete/ outstanding	

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