



REQUEST FOR QUOTATIONS

ANNUAL MEDICAL SURVEILLANCE AND SCREENING

SCM CONTACT PERSON:	Mrs. E Wilken
TELEPHONE NUMBER:	(051) 673-9600
FAX NUMBER:	(051) 673-1550
E-MAIL:	elmien@mohokare.gov.za
TECHNICAL ENQUIRIES/ADDITIONAL INFORMATION:	Ms. D Matsoso Acting Human Resource Manager
E-MAIL:	dipolelo@mohokare.gov.za
TELEPHONE NUMBER:	(051) 673-9600
FAX NUMBER:	(051) 673-1550
REFERENCE NUMBER:	SCM/MOH/04/2018
DESCRIPTION:	Annual Medical Surveillance And Screening
ADVERTISEMENT DATE:	26/01/2018
CLOSING DATE:	02/02/2018
CLOSING TIME:	14:00
COMPULSORY SITE MEETING :	No
SITE MEETING VENUE:	N/A
SITE MEETING DATE:	N/A
SITE MEETING TIME:	N/A
PUBLIC OPENING:	No

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT,2000

This request for quotation is subject to the terms of the Preferential Procurement Policy Framework Act,2000:Preferential Procurement Regulations,2011 It is solely the responsibility of aspirant vendors who desire to avail themselves of the preferences available under this policy to familiarise themselves of its contents and to make such claims for preference. (Copies of the Policy may be obtained from the Supply Chain Management Unit or downloaded from National Treasury website: www.treasury.gov).

NB!! BBBEE CERTIFICATES FROM ACCREDITED RATING AGENCY TO BE ATTACHED TO QUOTATION IF YOU WISH TO CLAIM PREFERENCES IN TERMS OF THE ABOVEMENTIONED REGULATION.

<u>ITEM</u>	<u>QUANTITY</u>	<u>DESCRIPTION</u>
01	160	Annual Medical Surveillance and Screening

The Occupational Health and Safety Committee of this Municipality advises on the use of an Occupational Medical/Health Practitioner who holds a qualification in occupational health recognized as such by the South African Dental Council as referred to in the Medical, Dental and Supplementary Health Service Professions Act, 1974 (Act no. 50 of 1978).



The service of the above professional should provide the Municipality with the following the following documents on completion of the services rendered:

- Detailed description of work performed on employees
- A medical report that will form part of the employees personal file for reference purposes
- The surveillance must include: clinical examinations, biological monitoring or medical tests whichever is applicable to the employee in question.

NB:

Compulsory Documentation to be attached to Quotation, failure to submit valid documents as specified below will invalidate the offer.

Please deposit Quotation in the Quotation box situated at the Municipal Offices.

All Quotations **must be** submitted on your Companies official documentation **with letterhead** alternatively the Quotation must be stamped with your Companies official stamp.

Attach all required documentation e.g. Tax Clearance, declaration of interest (obtainable from the Municipality's website) and BBBEE certificate

Failure to comply with the above **will invalidate** the Quotation.

NB: The following shall not be considered:-

- (a) Quotations received after the closing date and time determined here-in.
- (b) Quotations of which the envelopes have not been duly marked for identification.
- (c) Telegraphic, faxed and telephonic tenders or those completed in pencil.

Vendors Registration:

Prospective vendors, who are not yet registered on Municipal Supplier Database, must submit a completed application form to Municipal Supply Chain Unit on, or before the quotation closing date.

Moreover, suppliers must also be registered on the Centralised Suppliers Database.

No Orders may be issued if a Supplier is not registered on Municipal Supplier Database.

NOTE: "The Municipality may not necessarily accept the lowest or any other offer, and reserves the right to select in its favour any, all, or no portion of any offer made."

NB: No quotations will be considered from persons in the service of the state

**MSCM Regulations: "in the service of the state" means to be –*

(a) a member of –

(i) any municipal council

(ii) any provincial legislature; or

(iii) the national Assembly or the national Council of provinces;

(b) a member of the board of directors of any municipal entity;

(c) an official of any municipality or municipal entity

(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the PFMA, 1999

(e) a member of the accounting authority of any national or provincial public entity; or

(f) an employee of Parliament or a provincial legislature

Yours Faithfully

Mr S Moorosi
Acting Municipal Manager