



**MUNISIPALITEIT  
RICHTERSVELD  
MUNICIPALITY**

**BID DESCRIPTION: MEDICAL SURVEILLANCE FOR EMPLOYEES FOR  
PERIOD OF 3 (THREE) YEARS**

**BID NUMBER: OH/SCM/NC061/03/2019**

Bids are invited from suitably qualified, capable and experienced Occupational Medical Practitioners. Bid documents containing conditions of Tender will be available from 15 March 2019 at Richtersveld Local Municipality, Finance Department, 169 Mainroad, Port Nolloth. A non-refundable of R482.30 will be charged for each set of documents issued. A proof of payment must accompany the submission.

Complete tender documents, fully completed in BLACK INK, priced and signed, must be sealed in an envelope clearly marked "**Tender No and Name of the Project**" must be deposited in the Tender Box at No. 169 Mainroad, Port Nolloth the Finance Department at the above physical address, by no later than **12:00** on the 05 April 2019.

Richtersveld Municipality is not compelled to accept the lowest or tender. No late, faxed or telephonic tenders will be accepted. Tenders will be evaluated in accordance with the Richtersveld Municipality Supply Chain Management Policy; Municipal Supply Chain Management Regulations. Preferential Procurement Policy Framework Act, 5/2000 and preferential procurement regulation of 2011.

**Compulsory submissions:**

- A valid Tax Clearance Certificate must be submitted.
- An original or certified Broad Based Black Economic Empowerment (BBBEE) Certificate must be submitted to obtain point for BBBEE Status Level. Bidders who qualify for Exempted Micro Economic Enterprise (EME) in terms of BBBEE act must submit Original Sworn Affidavit certified by the commissioner of oath. Enclosed forms MBD 1, MBD 4, MBD 6.1, MBD 8 and MBD 9 must be scrutinised, completed and submitted together with your quotation.
- Price quoted must be firm and inclusive of VAT.
- Proof of Central Supplier Database Register.
- Proof of Municipal account – account should not be in arrears for more than 90 days.
- Company Profile with traceable references
- Joint Venture Agreement(where applicable)

**Bids will be evaluated based on the following criteria for Functionality**

**Criteria**

- **Track Record**  
Reputable track record in carrying out assignments of the nature described in this document.
- **Experience of Key Personnel**  
This tests the tendering entity's capacity to execute the contract and deliver within time frame.
- **Quality of Proposal**  
Proposed Methodology in approaching the project.  
Projected average time frames in resolving issues within the project.  
Understanding of the Municipal Legislative Framework.  
Communication and reporting methodology  
Understanding of the Municipal Legislative Framework.  
Communication and reporting methodology
- **Qualifications**  
Medical Related Qualifications

**NB: The minimum qualifying score required for functionality is 50% to be further evaluated in terms of the 80/20 preference point systems prescribed in the Preferential Procurement Policy Framework Act, 5/2000 and preferential procurement regulations of 2017.**

Enquiries related to this tender must be addressed to Deloris Cloete (Supply Chain Management) of Richtersveld Municipality at Tel: (027) 851 1126.



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GARETH CLOETE  
ACTING MUNICIPAL MANAGER

DATE: 12/8/2019