



public works

Department:
Public Works
REPUBLIC OF SOUTH AFRICA

TERMS OF REFERENCE:

**THE DEPARTMENT OF PUBLIC WORKS WELISIZWE
RURAL BRIDGE PROGRAMME:**

**REQUEST FOR QUOTATIONS: MEDICAL ASSESSMENTS
FOR WELISIZWE RURAL BRIDGE PROGRAMME IN THE
FOLLOWING PROVINCES: FREE STATE PROVINCE**

1. OBJECTIVE OF THE PROJECT:

- 1.1 The National Department of Public Works is implementing the Welisizwe Rural Bridge Programme for a period of twenty twelve months (12). The Department seeks to appoint a service provider (once off) to conduct medical assessments for 35 graduates and artisans stationed at various sites in Free State provinces.
- 1.2 The graduates are placed in in rural bridges within different municipalities in these two provinces. They primarily work on the construction rural bridges are building, welding , painting, carpentry, civil engineering, Occupational Health and safety work and Environmental Management.
- 1.3 The conditions that the welisizwe beneficiaries working under is Health Hazardous. It is compulsory for welisizwe beneficiaries to conduct medical assessments. This assessment determines the physical and mental health of potential employees before they start a new role. A pre-placement medical helps to identify any medical conditions or disabilities which could impact their ability to perform a job safely.
- 1.4 The following Health Hazardous at Rural Bridge construction sites are as follows:

Process	Hazards	Health effect
Machinery	Pumps noise	Hearing impairment

- Blood pressure and pulse check
 - Mobility check
 - Full vision check
 - Mental health check
 - Specific questions relating to the job – ie vertigo from Working at heights
 - Medical history
 - Urinalysis
 - Spirometry assessment
 - Audiometry questionnaire and hearing test
 - The full report for the employer
 - Embossed certificate for the employee to take to the site
 - HAVS (Hand Arm Vibration Syndrome) Screening
 - Urine test
 - Blood pressure Weight
- 1.5 Qualifications for graduates are as follows: Civil Engineering, Construction Project Management, Artisans, Environmental Science/ Environmental Management, Occupational Health and Safety.

2. SCOPE OF WORK

MEDICAL ASSESSMENT TO BE ADMINISTERED:

- 2.1 The bidder shall provide equipment, conduct tests and analysis, apparatus required for purpose of the medical assessment.
- 2.2 Baseline medical exam: Full Medical Examination without chest- x-ray consisting of the following: Audiogram, Spirogram, Urine dipstick screening, Vision screening, Medical & occupational history and a physical examination that includes a blood pressure check.
- 2.3 Service Provider to bring along all the necessity equipment's for medical assessment.
- 2.4 Vaccinations: To be conducted once off. The following vaccinations will be administered if necessary:
 - ✓ Tetanus
 - ✓ Twinrix Hepatosis A&B
- 2.5 Biological monitoring test to end organ damage:
 - ✓ HB and White Blood Cell count.
 - ✓ Chest x-ray
 - ✓ Chest x-ray with Radiologist report
- 2.6 Clinical examinations: physical exam, medical history, urine test and certificate of fitness.
- 2.7 Occupational Medical Practitioner Examination.
- 2.8 Occupational Medical Practitioner File review and sign off.
- 2.9 The medical assessments will be conducted in-house at NDPW Regional Offices. The Service Provider must keep files of welisizwe beneficiaries for twelve (12) months and after that hand them over them to the employer to be saved and for record keeping.

3. EXPERTISE / HUMAN RESOURCES REQUIRED:

- The medical assessment to be administered by Certified Occupational Medical Practitioner, Certified Nurse or the Medical Doctor and all the work must be certified by a Medical Doctor registered with relevant statutory bodies.
- The following personnel is required to administer the medical assessments:
 - Certified Occupational Medical Practitioner
 - Certified Professional Nurse
 - Certified Medical Doctor

- **LIST OF THE REQUIREMENTS FOR PERSONNEL ADMINISTERING MEDICAL ASSESSMENTS:**
 - Academic: Undergraduate/Post graduation qualification in Occupational Medicine Practitioners/Therapist, Nursing and **Bachelor of Medicine** and **Bachelor of Surgery (MBChB)** Dohm or Mmed in Occupational Medicine degree qualification
 - Professional registration: Health Professions Council of South Africa (HPCSA), South African Nursing Council (SANC), SA Society of Medicine
 - Curriculum Vitae: Detailed CV outlining experience and three references, with certified copies of academic qualifications & professional registration documents. The Department reserves the right to verify any information / documents provide by the service provider.

4. DELIVERABLES

- The Service Provider must keep files of welisizwe beneficiaries for twelve (12) months and after that hand them over them to the employer to be saved and for record keeping.
- The Service Provider to provide Full Medical Examination report.
- The Service Provider to provide Full Baseline medical exam report: Full Medical Examination without chest- x-ray consisting of the following: Audiogram, Spirogram, Urine dipstick screening, Vision screening, Medical & occupational history and a physical examination that includes a blood pressure check.
- The Service Provider to provide Full vaccination results. Vaccinations: To be conducted once off.
 - Tetanus
 - Twinrix Hepatosis A&B
- The Service Provider to provide Full Biological monitoring test to end organ damage:
 - HB and White Blood Cell count.
 - Chest x-ray
 - Chest x-ray with Radiologist report
 - Clinical examinations: physical exam, medical history, urine test and certificate of fitness.
 - Occupational Medical Practitioner Examination.
- Occupational Medical Practitioner File review and sign off.

5. TIME FRAMES/ DURATION

- The Service Provider must be able to complete the medical assessment within twenty-one (21) days of appointment.
- The Service will be rendered in the Regional Office of National Department of Public Works & Infrastructure. (Address: **Office 18 President Brand, Bloemfontein, 9301.**)

6. PROJECT PROPOSAL REQUIREMENTS.

The Service Provider must reflect as part of the proposal, the human resources capacity and indicate evidence of project team competency.

The proposal for the project should contain amongst others the following:-

- (a) A detailed copy of the company profile must be submitted.
- (b) The qualification and certification status of all the employees that will be undertaking the medical assessments.

7. PRICE OFFER

- Quotations must clearly reflect the following:

DESCRIPTION	NUMBER OF GRADUATES	RATE PER GRADUATE	TOTAL
Medical Assessment for Welisizwe Rural Bridge Programme in Free State	35		
VAT @ 14%			
GRAND TOTAL (TOTAL AMOUNT QUOTED)			

Rate per graduate must be inclusive of all other applicable costs / disbursements.

8. CONTACT DETAILS:

Project Manager: Mr. Xolani Landule Telephone number: (012) 402 1491/ 066 189 7347
xolani.landule@dpw.gov.za

Street address:

CGO Building,

256 Madiba St, Pretoria Central,

Pretoria,

0001,

Postal address:

CGO Building, cnr Bosman and Madiba Streets, PRETORIA
Private bag X65,

PRETORIA,

0001