



public works

Department:
Public Works
REPUBLIC OF SOUTH AFRICA

TERMS OF REFERENCE:

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

**MEDICAL ASSESSMENTS FOR WELISIZWE RURAL
BRIDGES PROGRAMME IN THE FOLLOWING PROVINCE:
KWA ZULU NATAL PROVINCE**

1. OBJECTIVE OF THE PROJECT

- 1.1 The National Department of Public Works and Infrastructure is implementing the Welisizwe Rural Bridge Programme for a period of (24) twenty four months. The department seeks to appoint a service provider (once off) to conduct medical assessments for 45 graduates and artisans stationed at various sites within Kwa Zulu Natal province.
- 1.2 The graduates are placed in rural bridges within different municipalities in the province. 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 Welisizwe beneficiaries to conduct medical assessments. This assessments 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/drilling/heavy duty/vehicles 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 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 to enable execution of the project.

The appointment of the service provider will be once off. The Service Provider must keep original files of candidates for twenty four (24) months and after that hand them over to the employer to be saved and for record keeping. Upon completion of the medicals the service provider must provide the copies of the medical assessments together with the invoice for payment purposes.

2.4 The medical assessments will be conducted in- house within the Department of Public Works.

2.5 Service Provider to bring along all the necessity equipment's for medical assessment.

2.6 Vaccinations: The following compulsory vaccinations will be administered and conducted as once off.

- ✓ Tetanus
- ✓ Twinrix Hepatitis A&B

2.7 Biological monitoring test to end organ damage:

- ✓ HB and White Blood Cell count.
- ✓ Chest x-ray with Radiologist report

2.8 Clinical examinations: physical exam, medical history, urine test and certificate of fitness.

2.9 Occupational Medical Practitioner Examination.

2.10 Occupational Medical Practitioner File review and sign off.

3 EXPERIENCE/KNOWLEGDE

- The medical assessment to be administered by certified Occupational Medical Practitioner, the Medical doctor and all the work is certified by the Medical doctor and registered with relevant statutory bodies.
- The following personnel will be administering 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 and 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, certified copies of academic qualifications & professional registration documents.
 - The Department reserves the right to verify any information/documents provided by the service provider.

4 DELIVERABLES

- The service provider must keep files of Welisizwe beneficiaries for twenty four (24) months and after that hand them over to the Department 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 with 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
 - Check 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 days of appointment.
- The service will be rendered in the Regional Office of National Department of Public Works & Infrastructure where medical assessment are advertised.

6 PROJECT PROPOSAL REQUIREMENTS

The Service Provider must reflect the following 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 CANDIDATE /GRADUATE	TOTAL
Medical Assessments for Welisizwe Rural Bridges Programme in Kwa Zulu Natal	45		
VAT @ 15%			
GRAND TOTAL (TOTAL AMOUNT QUOTED)			

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

8 CONTACT DETAILS:

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