

**BID SPECIFICATION**

**PROVISION OF EMERGENCY MEDICAL SERVICES FOR THE UNIVERSITY OF VENDA FOR PERIOD OF 3 YEARS**

**tender no: EMS/01/2023**

|  |  |  |
| --- | --- | --- |
| **BSC MEMBERS** | **SIGNATURE**  **………………………** | **DATE OF APPROVAL** |
| Chairperson |  |  |
| SCM |  |  |
| Legal |  |  |
| Technical (End User) |  |  |

**University of the Venda, Thohoyandou**

**Name of tenderer:**

**Telephone Number:**

**Email Address:**

**Fax Number:**

**Cell phone Number:**

**Closing date: AS PER TENDER INVITATION.**

1. **INVITATION TO TENDER**

The University of Venda, Limpopo, invites interested service providers in Emergency Medical Services (EMS) within Vhembe District preferably from Thulamela Municipality for convenience purposes and have the capacity to render Emergency Medical Services sector to participate in the open tender to provide around-the-clock EMS at the University of Venda. This contract is for a period of 3 years. Only suppliers who are registered with HPCSA and BHF are allowed to participate in this tender.

Tender documents can be purchased at a non-refundable fee of R1500.

(**TENDER DETAILS**

Table 1: Tender Details

|  |  |
| --- | --- |
| Compulsory Briefing Session | Date:10 August 2023 |
| Enquiries Closing Date | 23 August 2023 |
| Tender Closing Date | 25 August 2023 |
| Tender Deposit Address | **as per the tender invitation** |

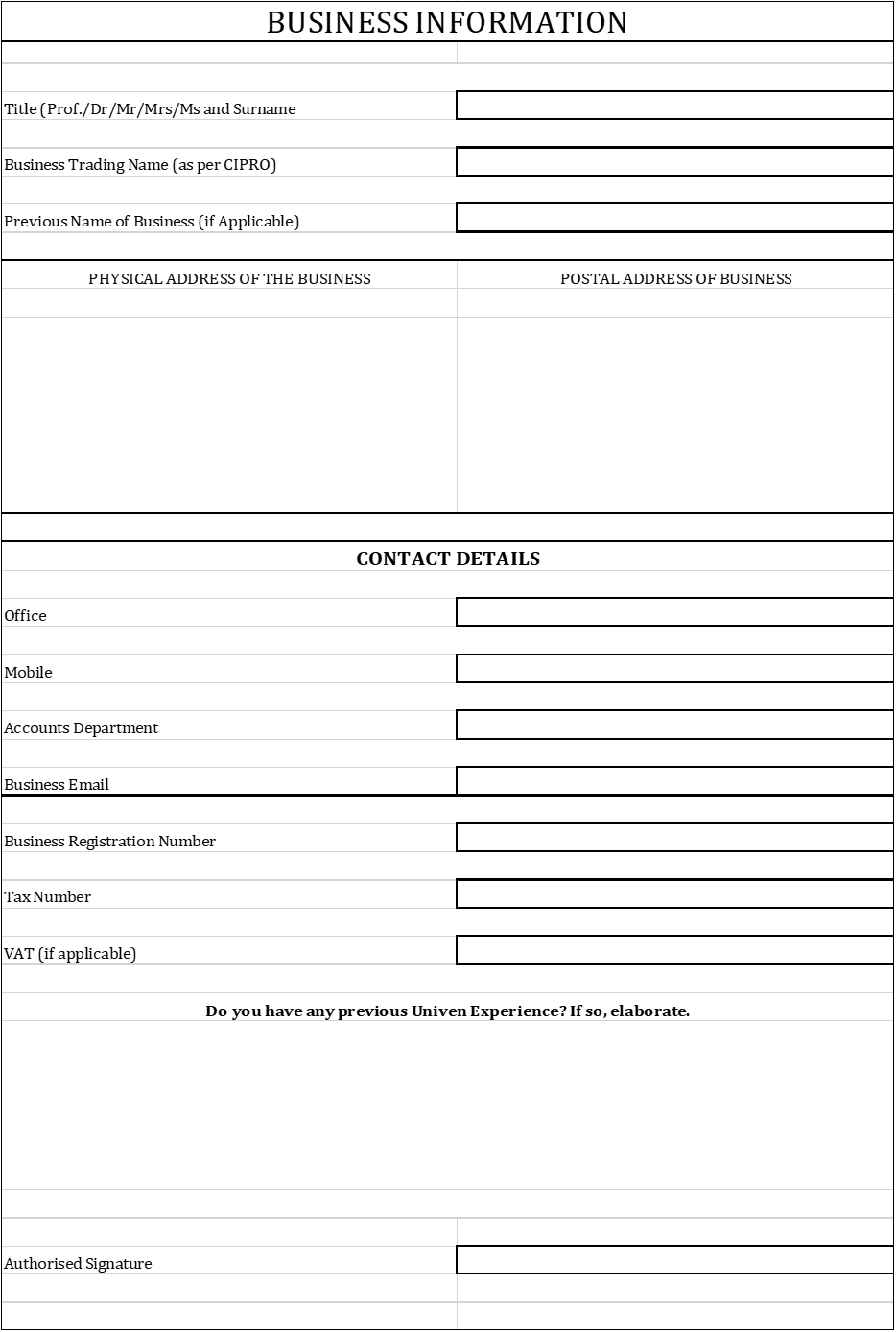
**TENDER SUBMISSION**

A hard Copy of a Completed Tender Document with Returnable Documents can be divided into one file, and a soft copy can be scanned and saved on a USB. The USB must be submitted with a Hard copy in a sealed envelope endorsed with the contact name and number. The sealed tender must be deposited in the tender box at the address specified on the tender invitation.

The University of Venda is not compelled to accept the lowest or any bid. No Late, Faxed, or telephone submissions will be accepted. Bids submitted shall remain valid for 120 days after the closing date.

All tender queries can be directed to [univen.tenders@univen.ac.za](mailto:univen.tenders@univen.ac.za)

The closing date to attend all queries will be 23 August 2023; any enquiry after this date will not be attended to.

Business Information

1. **BACKGROUND & INTRODUCTION**

The University of Venda hereby invites tenders from suitably qualified and experienced suppliers/service providers within the Vhembe District Municipality area to render around the clock Emergency Medical Services at the University of Venda, which is situated in Thohoyandou, Limpopo Province, for the period of 3 years. All 16000 registered Univen students, authorised visitors, and staff members will be eligible for emergency medical services anywhere in the Republic of South Africa per annum or semester, depending on their registration period.

A list of all registered students will be provided to the service provider to ensure that services are only rendered to *bona fide* students. The service provider ensures that callers are authenticated before medical assistance is rendered. Emergency medical service will be accessible to students 24 hours a day and 7 days a week within a radius of 65km from UNIVEN.

In cases of events hosted by The University compliant with the SAREA Act (Act 2 of 2010), all patrons shall be treated as eligible persons as with the students above.

1. **SCOPE OF WORK**

**Emergency medical service provider shall:**

* 1. **Provide relevant telephonic emergency medical advice and information to an eligible person or any person calling on behalf of an eligible person to facilitate immediate emergency assistance to the ill or the injured person until a medical team arrives at the primary scene of the emergency.**
     1. The emergency medical services shall work the same as a hotline where clients will be guided and referred to relevant sections/departments of the company for further management depending on the client's need at the time of requiring the service.
     2. Referral categories include and are not limited to:
     + Trauma Counselling and or Debriefing
     + Abuse intervention/s, e.g., relationships, physical and/or emotional abuse, domestic and family violence etc.
     + Rape Counselling
     + HIV counselling
     + Bereavement counselling
     + Lifeline/ online counselling
     + Any other form of relevant intervention required and not specified.
  2. **The emergency services should be procured from within Vhembe District, preferably from Thulamela Municipality for convenience purposes and should have the capacity to render Emergency Medical Services as follows:**
  3. Should render 24/7 Emergency Medical Services.
  4. Should have a minimum of two Emergency ambulances on Campus and have the capacity of backup ambulances in case of disasters.
  5. The service Provider should have current registration with applicable laws
  6. The paramedics should have current registration with applicable laws.
  7. Each ambulance should have a crew of two paramedics, a Basic Ambulance

Assistant (BAA) and an Intermediate Life Support (IIS) 24/7.

* 1. There should be at least one Advanced Life Support on standby in case of critical cases 24/7.
  2. They should have at least one doctor for critical emergencies on standby 24/7.

**c. The service provider will provide Emergency Service for a minimum 3 years.**

1. The starting date is with effect from 01 March 2024.
2. To provide service to the students of the University of Venda within the campus and outside campus residences and to staff members on duty only In emergency cases.
3. Service will be rendered within 30kms of the University of Venda.
4. Should Provider medical transportation for discharged students back to their residences within return trip.
5. Turnaround time is 20 minutes at off-campus residences and 5 minutes within the campus.
6. Report to be sent to the Head of Campus Health every month.
7. To provide Accredited Rest Aid Training to 60 staff members annually.
8. Provide evacuation training and first aid Inspection biannually.

**d. On the scene emergency medical assistance**

* + 1. The emergency service provider shall provide the necessary emergency medical service to an eligible person at the primary scene of the emergency in accordance with the clinical practice guidelines.
    2. In cases involving multiple cases, the service provider should triage patients to determine the priority case and attend to them appropriately.
    3. The service provider should be able to control bystanders and provide debriefing to those affected by the incident.
    4. The Emergency Service provider shall transport to the nearest Private/ Public hospital, such as Tshilidzini, Donald Fraser, Siloam, and Thohoyandou Health Centre.
    5. The Emergency Service Provider shall not operate as a “Taxi” to collect students, staff or visitors when discharged by the doctor.

**e. Transportation of the ill or injured by road and or air to an appropriate medical facility.**

1. In any case that requires secondary medical care, the service provider shall transport the eligible person from the primary Scene by road or air, depending on the seriousness of the condition, to the most appropriate medical facility that can effectively manage the particular condition of the eligible person and provide continuity of care, as determined by a responsible decision Maker.
2. Students transported to a medical facility by an ambulance should be returned to their residence after stabilisation and treatment after hours.
3. The Company’s addresses, including student residences, will be loaded onto a GPS to allow accessible dispatch during a medical emergency.

**f. Emergency stand-by**

1. The service provider should be able to provide a stationary emergency service vehicle in situations where there are anticipated and or ad hoc risks to life or medical emergencies, such as planned University mass events, examination periods, students embarking on University trips, unrests, SRC Elections, sporting activities etc.
2. The service provider shall assist with mass evacuation to a place of safety in cases of actual or anticipated risks.
3. The service provider shall provide onsite medical services and transport clients as and when the situation dictates while they are on standby.

**g. Certification of death**

1. In cases where the death or birth of a stillborn of the eligible person occurs at the primary scene, the service provider shall certify the deceased/stillbirth and notify the death as such on the prescribed forms in accordance with the medical protocols of the Department of Health and the Department of Home Affairs guidelines.

**h. Training**

1. The service provider should provide training to no less than 60 eligible persons per annum on the following topics:

* Basic first aid level 1
* Emergency evacuation
* Bi-annual first aid kit inspection

**I. Staff complement.**

1. Minimum of two staff consisting of: One Advance Emergency Assistant (AEA) and Basic Ambulance Assistance (BAA).
2. **MANDATORY SUBMISSIONS – STEP 1**

|  |  |  |  |
| --- | --- | --- | --- |
| **MANDATORY DOCUMENTS** | | | |
|  |  |  |  |
|  |  | **Y/N** | **OFFICE USE** |
| 1 | Company Registration Certificate – CIPC |  |  |
| 2 | SARS Pin |  |  |
| 3 | Valid COID Registration Certificate (Letter of Good Standing) |  |  |
| 4 | Certified ID Copies of all Company Directors |  |  |
| 5 | Proof of Business Registration Address (within the Vhembe District Municipality) |  |  |
| 6 | Proof of Briefing Attendance |  |  |
| 7 | Fully Initialled & Completed tender document |  |  |
| 8 | Signed Declaration of Interest (page is inside the tender document) |  |  |
| 9 | Signed Health & Safety Declaration (page is inside the tender document) |  |  |
| 10 | Provide proof of registration with the Health Professional Council of South Africa (HPCSA) |  |  |
| 11 | Provide proof of registration with the Board of Health Funders (BHF) |  |  |
| 12 | Provide proof of valid medical malpractice liability cover/policy. |  |  |
| 13 | key personnel with accredited certificates:   * One doctor for critical emergencies on standby 24/7. * One Advanced Life Support on standby in case of critical cases 24/7. * two paramedics, a Basic Ambulance Assistant (BAA) and an Intermediate Life Support (IIS) |  |  |
| 14 | Bank Account Confirmation Letter (stamped) |  |  |
| 15 | Provide proof of compliance with SASRIA Act 2 of 2010 |  |  |
| 16 | Certificate/Letter of authority for signature (Proxy) |  |  |
| 17 | Proof of Tender Document Purchase |  |  |
| 18 | Financial Statements within 12 months |  |  |

The following documents are only required from companies that will be claiming any points related to these items.

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | Y/N | Office Use |
| 1 | A legally formed JV Agreement (in case of Joint Ventures) |  |  |
| 2 | BBBEE Certificate from SANAS accredited Agencies or similar. (Joint BBBEE for Joint Ventures) |  |  |
| 3 | VAT Certificate (will be required from successful bidder if currently not registered) |  |  |

**Evaluation Criteria**

1. If any item is not applicable to your company, indicate with “N/A”.
2. All Suppliers are expected to score 100% at this stage to be considered in the next stage, i.e. Technical Evaluation
3. Points achieved at this stage shall not be carried to the next stage
4. Failure to comply with any of the requirements. Above will result in disqualification from further evaluation.
5. **FUNCTIONALITY (TECHNICAL EVALUATION) – STEP 2**

The bidders are required to attach the following documents/certificates as proof of technical competence and capacity to provide the required services. Failure to attach these documents will result in zero-point allocation when evaluating functionality.

* 1. Comprehensive Company Profile with 24-hour contact details.
  2. Registration Certificate of Company Medical Doctor
  3. Maximum of 3 written & signed positive recommendation letters from current/previous clients (not older than 5 years)
  4. Provide a list of Ground Fleet/Response vehicles (attach vehicle registration certificates)
  5. Provide proof of access to Air ambulance services (agreement must be in place)
  6. Provide proof of partnership with EMS providers elsewhere outside Vhembe District Municipality.
  7. List of Intermediate and basic Paramedics list and copies of their training certificates and registration

**EVALUATION CRITERIA**

1. The table below is an evaluation criteria which will be used to evaluate the submissions
2. This bid will be evaluated based on Univen Supply Chain Management Policy.
3. Minimum score required to succeed to the next level is 70% - 70 points.
4. Suppliers achieving points below the set 70% shall be disqualified from further assessment.
5. Points accumulated at this stage shall not be carried forward to the next stage.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **FUNCTIONALITY EVALUATION CRITERIA** | | | | | | | |
|  |  |  |  |  |  | **FOR OFFICE USE** | |
| **FOCUS AREA** | **MAX POINTS** | **CRITERIA** | **POINTS ALLOCATION** |  | **TICK** | **VERIFICATION** | |
|  | | | | | | | |
| WRITTEN REFERENCES & EXPERIENCE | 30 | 3 positive references are attached (six months  older but not older than 5 years) | 25 |  |  |  |  |
| 2 Positive references attached (six months older but not older than 5 years) | 15 |  |  |  |  |
| 1 Positive reference is attached (six months older but not older than 5 years) | 10 |  |  |  |  |
| Additional points for at least 1 positive reference attached from Tertiary Institution | *5* |  |  |  |  |
|  | | | | | | | |
| HUMAN CAPITAL CAPACITY | 30 | Registered Medical Doctor/Practitioner holding ATSL, ACLS, PALS, APLS, BTLS or  PHTLS (attach proof) | 15 |  |  |  |  |
| >10 intermediate & basic paramedics (attach proof of HPCSA for each paramedic) | 15 |  |  |  |  |
| 5- 9 intermediate & basic paramedics (attach proof of HPCSA for each paramedic) | 10 |  |  |  |  |
| <5 intermediate & basic paramedics (attach proof of HPCSA for each paramedic) | 5 |  |  |  |  |
|  | | | | | | | |
|  |  | Fleet provide a copy of the registration of certificate for each vehicle (displaying the registration date and date it is valid); Air ambulance should provide registration with  South African Civil Aviation Authority |  |  |  |  |  |
| RESPONSE FLEET & TECHNICAL CAPACITY | 30 | Proof of Access to Air Ambulance (attach agreement)/ proof of Air ambulance ownership: Attach proof of registration with the South African Civil Aviation Authority | 5 |  |  |  |  |
| Registered Advanced Life Support Service  (15); Registered Intermediate Life Support Service (10); Registered Basic Life Support Service (5) | 15 |  |  |  |  |
| >5 Ground Ambulances(with sirens & red flashing device; logos, symbols, marks, words, emblems associated with ambulance service) | 10 |  |  |  |  |
| 3-5 Ground Ambulances (with sirens & red flashing device; logos, symbols, marks, words, and emblems associated with ambulance service) | 5 |  |  |  |  |
| <3 Ground Ambulances (with sirens & red flashing device; logos, symbols, marks, words, and emblems associated with ambulance service) | 2 |  |  |  |  |
|  | | | | | | | |
| SUPPORT CAPACITY | 10 | 24-hour Emergency Response  Office/Number | 5 |  |  |  |  |
| Proof of partnerships outside Vhembe  District Municipality | 5 |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  | | | | | | | |
|  |  |  |  |  |  |  |  |
| TOTAL | 100 |  | TOTAL |  |  |  |  |

1. **PREFERENCE POINTS – STEP 3**

The project shall be evaluated on 80/20, and points allocation shall be as indicated below. Please tick your BBBEE level and attach a BBBEE certificate issued by an accredited IRBA service.

|  |  |
| --- | --- |
| B-BBEE Status Level of Contributor | Number of Points |
| 1 | 20 |
| 2 | 18 |
| 3 | 14 |
| 4 | 12 |
| 5 | 8 |
| 6 | 6 |
| 7 | 4 |
| 8 | 2 |
| Non-compliant contributor | 0 |

Total preference points (PP) = (based on BBBEE level)

1. **PRICE EVALUATION (FO)– STEP 4**

The financial offer will be scored using Formula 2 (option 1) and 80/20 preference points.

Re:

* Pmin = the comparative offer of the most favourable tender offer
* P = the offer of the tender offer under consideration

Note: University of Venda shall only consider Bidders whose price offer is within -10% and 10% budget threshold as prescribed in the University Supply Chain Management Policy.

**FINANCIAL OFFER**

1. Kindly complete the table below or submit your quotation in the template similar to the one below.
2. Note that the price quoted hereunder will only be applicable for the first year of the contract and thereafter, the successful bidder will be given an opportunity to review the rate.
3. The applicable rates shall be limited to Sectorial Determination governing the Industry.
4. Bidders are required to provide a clear break-down of the costs: Total Number of **Students: 16000**

|  |  |  |
| --- | --- | --- |
| Prices tendered in this document are fixed for the first year of this offer. Price increases will be subjected to prior approval by Univen. | **Yes** | **No** |
| All services comply with the minimum standards specified in the tender document. | **Yes** | **No** |

1. **TOTAL POINTS – STEP 5**

|  |  |  |
| --- | --- | --- |
| **FOR OFFICE USE ONLY** | | |
|  | **CATERGORIES** | **POINTS ACCUMULATED** |
|  |  |  |
| 1. | Preference Points (BBBEE) |  |
| 2. | Financial Offer – Price (FO) |  |
|  |  |  |
|  | TOTAL POINTS |  |

**(TOTAL POINTS = PP+ FO)**

**The bidder with the highest points will be regarded as the preferred bidder on the condition that there is no other information that may influence the decision.**

1. **TERMS AND CONDITIONS OF TENDER**
2. The University reserves the right to reduce or increase the total quantity of items required in the tender.
3. The successful tenderer will be required to allow University personnel to carry out reference checks about his/her performance elsewhere before a tender is awarded.
4. The highest bidder would not necessarily have to be appointed by Univen, and Univen; as such, reserves the right to appoint any or no one at all.
5. Sub-contracting and Joint Ventures are allowed. However, these partnerships shall be formalised through agreements.
6. The price should be VAT inclusive at 15%.
7. The tender submitted must remain Valid for 120 days after closing date.
8. **All returnable documents must be in a file, clearly indexed and separated by marked sheets.**
9. **Initials must be on all pages of the tender document.**
10. **All proposals are to be sealed. No open proposal will be accepted.**
11. **All proposals are to be clearly marked with the Project name and number and the name of the bidder**
12. **No tender will be considered after the closing date and time.**
13. **Tender Box will be opened in public straight after the closing time.**
14. **The proposal shall be valid for a minimum of 4 months (120 days) calculated from the closing date.**
15. **Appointment as a successful bidder shall be subject to parties agreeing on mutually acceptable contractual terms and conditions.**
16. **In the event that parties fail to reach an agreement, Univen reserves the right to appoint an alternative supplier.**
17. **No regret letters will be sent to unsuccessful bidders.**
18. **Any enquiry regarding this bid invitation and specification shall be submitted in writing to** [tenders@univen.ac.za](mailto:tenders@univen.ac.za) **with the tender number as reference or subject.**
19. **Enquiries shall only be entertained until 23 August 2023.**
20. **All documentation submitted in response to this tender must be in English.**
21. **Univen reserves the right to:**
    1. **Extend the closing date only for bidders that have attended the briefing session.**
    2. **Extend the tender validity period before the expiry date of the original validity period. This will be done in writing to all bidders.**
    3. **verify any information contained in the tender proposal.**
    4. **Request any further documentary proof regarding any declaration.**
    5. **Award this tender as a whole or in part.**
    6. **Cancel or withdraw this tender as a whole or in part.**
22. **Prohibition of Restrictive practices**

* In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is/are or a contractor(s) was/were involved in collusive bidding (or bid rigging).
* If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has/have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.
* If a bidder(s) or contractor(s) has/have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition, and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and/or claim damages from the bidder(s) or contractor(s) concerned.

1. **RIGHTS RESERVED**

Bidders should note that UNIVEN reserves the right to negotiate terms and conditions after selecting the successful tender. UNIVEN reserves the right to accept any proposal submitted or reject all bids. UNIVEN may request clarification in writing on any aspect of a response to this invitation.

1. **PARENT/SUBSIDIARY COMPANY**

A Company shall be defined as a legal persona, and tender documents submitted shall reflect those of the registered Company in terms of the Companies Act. A Subsidiary Company tendering shall not submit Parent’s Company information regarding Company Registration, BBBEE certificate, SARS certificate and financial statements. This is not limited to Partnership, Close Corporation etc. where all members reflecting as Directors of the Company should enclose a copy of their Identify Document reflecting their share of ownership.

1. **TAXES AND DUTIES**

No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid SARS must have certified that the tax matters of the preferred bidder are in order, i.e. a tax-clearing certificate. The successful bidder will be required to register for VAT (if you still need to register).

1. **SUBMISSION OF FINANCIAL RECORDS**

Tenderer to submit Audited Financial Statements (AFS) within the current twelve months period of the Company year-end period. The Financial Statement are to be attested by a qualified Chartered Accountant (CA) and proof of the validity of the CA competency qualification should be furnished. All Close Corporation incorporated 1 May 2011 are subject to have their AFS audited under the New Companies Act. All (Pty) Ltd must provide audited AFS by law**.**

1. **VALIDITY PERIOD**

Bids shall remain valid for 120 days after the tender closure date. During the validity window period of the tender, should the Tenderer withdraw this tender or is unable to meet contractual requirements, the University may exercise additional remedies available in its option, withdraw or cancel the agreement.

1. **RIGHTS TRANSFERRED OR CESSESION**

For the nature of this tender, the appointed bidder may not transfer or cede partly/whole his rights to a third party.

1. **ACCEPTANCE OR REJECTION OF A TENDER**

The University reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any tender or to accept a part of it. The University does not bind itself to accepting the lowest tender or the tender scoring the highest points.

1. **PRICES**

Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorised or in the purchaser’s request for bid validity extension, as the case may be.

1. **PROMOTION OF ACCESS TO** **INFORMATION ACT 2 OF 2000**

In relation to section 37 (1) (a) (b) and s9 (b)(i) of this Act.

The Bidder shall not, without the purchaser’s prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

1. **LEGITIMACY OF INFORMATION**

Bidders declare information furnished in this tender to be precise, accurate and bonafide. In the eventwhere a contract has been awarded on the strength of the information furnished by the bidder which, after the conclusion of the relevant agreement, is proved to have been incorrect, the University may, in addition to any other legal remedy it may have, recover from the contractor all costs, losses or damages incurred or sustained by the University as a result of the award of the contract.

1. **NATURE OF SERVICE**

The nature of service the University enters with the successful bidder is based on the price offered and accepted for the duration of the contract. The quoted price shall remain valid for a period of 120 days.

1. **RIGHTS RESERVED TO REQUEST ADDITIONAL INFORMATION**

UNIVEN reserves the right to request additional information from the bidders during its evaluation and adjudication process.

1. **TERMS OF CONTRACT**

The term of the contract will be for 3 years. At the expiry of the contract, the contract may be extended by mutual agreement until the University invites tenderers to bid on a tender of this nature.

1. **LOBBYING AND CANVASSING**

No lobbying and canvassing by tenderers in any form to staff members or students of the Univen for the purposes of influencing the evaluation process and awarding of the tender will automatically disqualify the tenderer from the evaluation process and subsequent consideration.

1. **CONDITIONS OF ACCEPTANCE OF APPOINTMENT**

A successful bidder on his appointment shall furnish the following documentation:

* 1. Provide a draft SLA and Standard Operating Procedures.
  2. The successful Service Provider must provide a Health and Safety Plan (plan of operation and conduct).

1. **ACKNOWLEDGEMENT OF TERMS & CONDITIONS**

**I (*Full name/s & Surname*) ………………………………….……………….., on behalf of (bidder) ……………………………………………………………… ; acknowledge receipt and understanding of the terms and conditions of service. I further make an undertaking that should our bid be successful, we shall be entering into an SLA with Univen which includes all the above Terms and Conditions.**

**Signed: ……………………………………………Date: …………………………………..**

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1. **HEALTH & SAFETY DECLARATION**

**According to the Health and Safety Act 85 of 1993, a service provider can only be appointed to perform any work on the employer’s premises if the employer is satisfied that the service provider has the necessary competence and resources to carry out the work safely and in accordance with the Health and Safety Act 85 of 1993.**

**To that effect, a person duly authorised by the bidder must complete and sign the declaration hereafter in detail.**

**Declaration by Bidder**

* **I, the undersigned, hereby declare and confirm that I am fully conversant with the Occupational Health and Safety Act No 85 of 1993**
* **I hereby declare that my company has the competence and necessary resources to safely carry out the work in compliance with the Act**
* **I hereby undertake that if my tender is accepted, I to provide a sufficiently documented Health and Safety Plan which includes necessary Health and Safety Appointments**
* **I hereby confirm that adequate provision has been made in my tender rates and prices to cater for adequate training of staff in this regard**

**Signature: …………………………………….Date: …………………………………**

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**PRICE LIST**

|  |  |  |
| --- | --- | --- |
| **COST BREAKDOWN PER STUDENT PER ANNUM** | | |
|  | For Basic, Intermediate and Advanced Life support services |  |
|  | **COST ELEMENT** | **PER 16000 UNIVERSITY COMMUNITY (STUDENTS, EMPLOYEES, VISITORS)/ANNUM** |
| 1 | Medical transportation of patients within 65 km (return trip) to public and private hospitals |  |
| 2 | Emergency Response and Stabilisation |  |
| 3 | Air costs, including transfers |  |
| 4 | Emergency medical calls and information (24-hour hotline) |  |
| 5 | Equipment costs |  |
| 6 | Staff costs (e.g. medical practitioner, paramedics: advanced, intermediate, or basic, etc.) |  |
| 7 | Work-related consumables and overheads |  |
| 8 | Specialised medical services for Event Management (not limited to graduation ceremonies, sports/recreational events etc.) |  |
| 9 | Univen staff training (First Aid training accreditation on 60 people and evacuation training, bi-annual First aid kit inspection) |  |
| 10 | **Other Cost (specify)** |  |
| 10,1 | Insourcing on four (primary paramedics) staff employees: |  |
| 10,2 |  |  |
|  | **TOTAL COST/UNIVERSITY COMMUNITY (PER ANNUM)** |  |
|  |  |  |
|  | \* Bills are to be settled by University or student medical aid | |