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Department:  
Health  
REPUBLIC OF SOUTH AFRICA



**Request for Proposals (RFP)**  
**Appointment of a service provider for Technical Assistance (TA) for support  
installation and maintenance of Pressure Swing Adsorption Oxygen generating plants  
in 60 hospitals in South Africa**

**BID NUMBER: ISI-2022- TA-PSA**

**Request to procure a service provider that will provide oxygen technical advisor services to support the National Department of Health’s roll out and implementation of PSA oxygen to identified hospitals in South Africa**

<b>Technical support for the installation and maintenance of Pressure Swing Adsorption oxygen generating plants in 60 hospitals in South Africa</b>	
<b>Purpose of the position</b>	<ul style="list-style-type: none"> <li>To support the National Department of Health in the ensuring a smooth process pre-, during and post installation of the PSA plants.</li> <li>To facilitate an increase in uninterrupted oxygen supply in the 60 hospitals</li> </ul>
<b>Location</b>	National Department of Health, Republic of South Africa with some travel to the individual facilities
<b>Duration</b>	18 months
<b>Start Date – End Date</b>	01 May 2022 – 30 October 2023
<b>Reporting to</b>	Chief Director- Health Facilities Infrastructure

**Background**

Isibani Development Partners is a South African-registered Non-Governmental Organization (NGO), launched in 2011 to become a leading local technical assistance provider, systems strengthening and grants manager for health and social service in Southern Africa. Our programs focus on Human Immunodeficiency Virus (HIV), Tuberculosis (TB), Non-Communicable diseases and capacity development for community-based organization and government departments. Isibani Development Partners is one of the three Sub-Recipients of the National Department of Health (NDoH) appointed to implement Global Fund TB/HIV programmes from the 1st of April 2022 to 31st March 2025. In March South Africa had the first case of COVID-19, evolving to the pandemic as we know it today. As the country responds to the COVID-19 pandemic, Isibani continues to support the NDOH in implementing the necessary interventions

In response to the outbreak of COVID-19 the National Department of Health in partnership with Global Fund and provinces seek to strengthen its capacity to provide oxygen at 60 earmarked hospitals in eight provinces, as follows:

<b>Province</b>	<b>Number of hospitals</b>
Eastern Cape	9
Free State	4
Gauteng	4
KZN	15
Limpopo	7
Mpumalanga	7
Northern Cape	7
Northwest	7
<b>Total</b>	<b>60</b>

The National Department of Health requires the services of a company that can provide technical assistance to the Department of Health for a period of 18 months to support the roll

out of PSA oxygen plants at the identified sites. On behalf of the NDOH- Global Fund (GF) Unit, Isibani is inviting service providers to submit quotations for provision of services in this area. The company will be required to provide a suitably qualified expert in the field of hospital/ health facilities Pressure Swing Adsorption (PSA) oxygen plants and in the necessary supporting infrastructure required to effectively operate PSA plants, and should have the following requirements:

#### **KEY PERFORMANCE AREAS:**

- Conduct site pre-assessments of the identified hospitals and provide recommendations for each facility location regarding PSA plant installation, the method of oxygen delivery (i.e., cylinders transported to bedside with a cart, piped oxygen fed directly from the PSA plant, piped oxygen fed by oxygen cylinder manifold, or some combination of the above), any other oxygen infrastructure requirements to ensure successful supply of oxygen to the end user
- In partnership with relevant stakeholders including clinicians, investigate each hospital site and specify the required Oxygen PSA plant capacity with all supporting services including electrical supply to the plant and hospital.
- Develop a comprehensive scope of work for the service provider that will be carrying out the installation of the PSA plants
- Develop specification for the procurement of the PSA oxygen plants for each identified hospital in line with all current governing standards for medical oxygen delivery in South Africa
- Establish and support country capacity including training to technicians to maintain oxygen plants, oxygen production and utilisation systems to ensure the consistent, reliable, safe and effective availability of oxygen at hospital level including the continuous availability of a back up system in line with the approved regulations
- Co-ordination, monitoring and reporting of the implementation of oxygen infrastructure projects that have been prioritised in the scope of work for the service provider and on the provincial critical path for the effective delivery of oxygen to patients at the hospital level.
- Project manage the training of the technicians and staff at hospital level to ensure the effective and safe management and supply of oxygen.
- Co-ordination, monitoring and reporting on all activities and milestones of the oxygen project to the national Department of Health.

#### **SPECIFIC ACTIVITIES:**

- Develop specifications for the procurement of suitable PSA oxygen plant for each hospital identified
- Lead the management of the pre-commissioning, commissioning as well as quality assurance and monitoring of the PSA Installation in accordance with SANS 7396 (this will include the signing off and certifying all approved installations) and compliance.
- Provide cost estimate for the PSA installation project and certify completion of tasks for payments
- Identify and assist the Department to manage all risks associated with implementing such a project
- Attending design and project meetings at NDOH and provinces

- Reviewing and evaluating designs (drawings) and outline specifications and exercising cost control in conjunction with the other professional consultants
- Receiving relevant data and cost estimates from the other professional consultants
- Preparing detailed estimates of project costs
- Assisting the client in reviewing the financial viability report
- Commission and sign on final installed PSA oxygen plants (including reticulation where installed)
- Working with the National Department of Health Infrastructure Chief Directorate to establish the current capacity in all provinces to manage the supply and delivery.
- Monitor, support, and coordinate the implementation of the oxygen infrastructure project including adherence to all safety regulations
- Implement an electronic oxygen monitoring system (Dashboards) for monitoring oxygen supply
- Provide project management and expert technical assistance (including training and mentoring of the oxygen technicians)
- Develop a detailed plan to procure, store, track, and replenish the most common spare parts and consumables for each PSA plant; as well as the necessary hand tools for the local technicians to maintain the plants
- Support maintenance of the O2 plants at facility level and draft a transition plan for government to take over the maintenance for sustainability

## **DOCUMENTS AND DELIVERABLES**

**Deliverables will include but will not be limited to the following:**

- Site assessment reports and recommendations
- Support for service specification review
- Procurement programme
- Tender/contract conditions for PSA installation
- Records of all meetings
- Obtain approval by the client of tender recommendation(s)

## **EVALUATION CRITERIA**

### **i) Phase 1: Mandatory Requirements**

The service provider (company) must submit all required documents indicated hereunder:

- CSD Registration certificate.
- Declaration of Interest SBD4. <https://etenders.treasury.gov.za/content/tender-documents>
- Declaration of Bidder's past Supply Chain Management Practices SBD9. <https://etenders.treasury.gov.za/content/tender-documents>
- B-BBEE Status Level 1 or 2 valid certificate (where preference points are claimed) (Certified Copy).
- Certified copy of registration certificate with CIPC or proof of ownership/ shareholding.
- The service provider must submit a Valid Tax Clearance Certificate for confirmation of Value Added Tax (VAT) and other Tax related matters (tax pin)
- Stamped Bank Confirmation Letter.
- The supplier must submit a **company profile** of the entity which includes but is not limited to the following:
  - 1.1. Name, structure, and strategies,
  - 1.2. Names and identity numbers of all directors, chief operating officers,

- 1.3. Business products and/or services which the entity is trading,
- 1.4. Risk management strategy to mitigate against any risk that might arise for the duration of the contract,
- Three (3) testimonials/ references from previous contractors/clients.
- Certificate of completion for all projects completed and referenced

***A service provider that does not meet the above mandatory requirements will be automatically disqualified.***

**ii) Phase 2: Technical Evaluation:**

Item	Criterion	Weighting
1	Service provider experience in managing similar projects a) Successfully completed Medical Oxygen installation infrastructure projects at an advisory role, preferably with experience in PSA plant installation (25%) b) References – minimum of 3 testimonials (10%)	35%
2	Methodology and Technical approach to the technical support a) Method of delivery	25%
3	<b>Proposed Personnel:</b> a) Relevant Oxygen technical experience in years with direct experience in PSA plant installation (15%) b) Relevant electrical engineering experience in years (10%) c) Relevant qualifications (5%) d) Professional registration with relevant regulatory body or bodies (5%) e) Has experience carrying out a similar job (5%)	40%

**iii) Phase 3: Financial Evaluation:**

1	Costing (All costing should be included and itemized in the proposal)	80%
2	B-BBEE Status only Level 1 or 2	20%

Please note the tables below for guidance as your work on your itemised costing. For the first 3 months the TA LOE is a total 480 hours and for the remaining months it will be an equivalent of 40 hours per month. These calculations are based on the estimate of the kind of work required.

TIME COST OF ADVISORY SERVICES					
Item	Description	Unit	Qty	Rate per hour	Tender Amount
1	Professionally Registered Oxygen Specialist	Hr.	1200		

2	Professionally Registered Electrical Engineer	Hr.	400		
3	Additional resource (with a clear description of their role in line with your technical approach and methodology)	Hr.			
<b>SUBTOTAL OF COST FOR ADVISORY SERVICES</b>					

### DISBURSEMENTS FOR THE BASIC FEE

<b>DISBURSEMENTS FOR THE BASIC FEE (Please estimate cost based on average cost for travel and accommodation per site for all provinces. Please provide your budget in an excel sheet with clear cost items in line the tendered rates)</b>					
<b>Item</b>	<b>Site Visits</b>	<b>Unit (hospitals)</b>	<b>QTY (estimated number of visits per site)</b>	<b>Rate</b>	<b>Tender Amount</b>
1	Professionally Registered Oxygen Specialist	60 number	8		
2	Professionally Registered Electrical Engineer	60 number	8		
3	Additional resource				
<b>SUBTOTAL FOR DISBURSEMENTS CARRIED TO FINAL SUMMARY</b>					
<b>TOTAL TENDERED AMOUNT</b> <b>(Subtotal for disbursement + subtotal for advisory services. Please)</b>					

### REQUIRED SKILLS AND QUALIFICATION OF COMPANY AND TECHNICAL ADVISOR(S):

- The company must have a minimum of 5 years supporting large organisations with skills and expertise on PSA plant installation
- Be able to demonstrate successful previous execution of similar jobs independently while working closely with the client

- Be able to second a specialist with a post-graduate qualification in mechanical engineering, preferably with a health technology or clinical or biomedical engineering or hospital engineering plus.
- Medical gas accreditation or certification with a medical oxygen experience
- Have a specialist with at least 5 years of knowledge and experience in project management and providing technical assistance for oxygen systems
- Be able to second a specialist with knowledge and understanding of public procurement principles.
- Ability to work independently /remotely and as part of a multi-disciplinary team.
- Adaptable, willing to take initiative, strong organizational skills, attention to detail.
- Strong interpersonal skills, availability after working hours and ability to work in a highly pressurized and challenging environment.
- Willingness to adapt work schedule in accordance with professional requirements.
- A valid drivers license and be prepared to travel nationally.

In addition to the detailed narrative bidders also requested to submit details of their experience as detailed in the following table:

Name of project	Nature and deliverables of project	Client	Start date and end date	Name of focal person from the client's side	Contact details of the client's focal person

*Please note that a certificate of completion is required for project completed and referenced*

**4. TERMS AND CONDITIONS FOR BIDDING:**

1. Isibani reserves the right to not make an award; to award multiple bidders and may procure the services, either in whole or in part, from anyone of the appointed bidders.
2. The bidder must ensure the correctness and validity of the quote. All price(s) and quantities quoted are at the bidder's risk. The prices quoted shall be "firm prices" and shall remain valid for the period of 60 days. Non-firm prices (including rates of foreign exchange variations) will not be accepted.
3. Isibani reserves the right to conduct supplier due diligence prior to final award or at any time during the contract period.

4. Isibani reserves the right to award according to the most economical service option submitted. And will under no obligation accept the lowest or any quote.
5. Isibani reserves the right to stop the contract partly or, temporarily or indefinitely, in which event neither claim nor liability whatsoever shall lie against the contractor due to non-compliance, non-performance, by the supplier.
6. Isibani reserves the right to conduct price negotiations, where deemed necessary.
7. The company awarded provides technical support on the project will not be eligible to bid for the installation of PSA plants.

## 5. BRIEFING AND ENQUIRIES

- 5.1 Potential suppliers are requested to attend a virtual non- compulsory briefing in the following link provided:

### Join Zoom Meeting

<https://zoom.us/j/99828411068?pwd=NDJhRkM3NEZTQzZ6eUJFRTJhVitDZz09>

**Meeting ID:** 998 2841 1068

**Passcode:** jy5WUm at **10H00 on 08/04/2022**

- 5.2 For Technical and Admin enquiries you may use email address [enquiries@isibani.org.za](mailto:enquiries@isibani.org.za) Only open from 04/04/22 closing 26/04/2022@ 09H00.

## 6. SUBMISSION PROCEDURES AND CLOSING DATE:

All bid documents that address the requirements must be emailed to [rfp@isibani.org.za](mailto:rfp@isibani.org.za) by **28 April at 16h00 South African time**. Subject line states "Application for PSA Installation Technical Support": Bid Number: **BID NUMBER: ISI-2022 TAPSA**. Late submissions will not be considered, and only selected applicants will be contacted and/or advised of the outcome.

**Note that the overall responsibility for the deliverables will remain the responsibility of the procured company.**