

Enquiries: Moleboheng Molefe
Tel: 012 818 7500
Email: procurement@polmed.co.za

28 January 2021

RE: REQUEST FOR REGISTRATION AS THE PREFERRED SUPPLIER ON THE SUPPLIER DATABASE OF POLMED

Prospective suppliers are herewith invited to register as preferred suppliers on the official Suppliers Database of POLMED. Preference will be given to suppliers who are registered; however, this will not preclude suppliers who are not registered from quoting for the provision of goods and services.

The following services will be required for a supplier to be registered on the database. Please, indicate the services offered using:

BUSINESS OPERATIONS
Managed Care Providers,
Administrators,
Health actuarial services,
Emergency Medical Services,
Optical Network Providers,
Strategic Purchasing,
Service Providers that can perform claims audits,
Network Management Service Providers (POLMED might want to contract specific networks on an ad hoc basis, although service provider management will be outsourced as part of the managed care services),
Health Quality Assessment Providers,
Service Providers that can assist POLMED in developing alternative reimbursements such as global fees for hip and knee replacements,

LEGAL, GOVERNANCE AND COMPLIANCE
Legal Advisory Services
Governance and Secretariat Services
Contract Management
Litigation Management (judicial and quasi-judicial fora)
Alternative Dispute Resolution
Regulatory/ Compliance Risk Management
Enterprise Risk Management
Forensics and Fraud Risk
Policy Development
Road Accident Fund Recoveries
Employment and Labour Law
Corporate and Commercial Law
Intellectual Property Law
FINANCE, SUPPLY CHAIN AND HUMAN RESOURCE
Audit- internal and external,
Investment Consultants,
Supply Chain Management Consultancy Services
Wellness Services
Training and Development
Labour Relations, including Mediation and Arbitration Services
Human Resources Salary Surveys and Benchmarking Services
Recruitment Services, including Headhunting Placements.
Organisational Development Design
CORPORATE COMMUNICATION
Production and Supply of Corporate Marketing Material
Corporate Printing
Advertising Services
Media Campaigns
Reputation and Stakeholder Management
Website Maintenance

INFORMATION TECHNOLOGY
Computer software and hardware
Information Technology Systems and Development
Document Management and Storage Facilities
GENERAL SERVICES
Cleaning Services, including Carpet Cleaning,
Hygiene Services,
Aircon Maintenance,
Stationery,
Catering,
Printers and Printing,
Travel Agency,
Shuttle Services
Courier Services
Office Plants,
Office Furniture Guarding Services,

Attached please find an official request for registration, to be completed in full by prospective service providers. It is imperative that suppliers read the registration form carefully, complete all sections in full, sign and date the form. Please note that an original and valid/current Tax Clearance Certificate as well as original/ certified copy of B-BBEE Certificate must be submitted together with the registration form.

The completed application for registration should be emailed to:

Email: procurement@polmed.co.za

For the attention: Lebo Molefe

Or alternatively posted to:

PO Box 14812

Hatfield

Pretoria

0028

Closing date for receipt of the application form is 18th February 2021.

Required documentation:

Please ensure that all listed documentation below is attached (where applicable) to the registration form.

All documentation is to be provided in its original format and/or certified.

Please tick submitted documents in the list below:

Name	Attached
Original valid tax clearance certificate / VAT Registration	
Certified copy of company Registration Certificate	
Company profile (maximum 3 pages)	
Certified copies of Directors' Identity Documents	
Certified copy of accreditation certificates	
Cancelled Cheque or Bank verification letter	
Any relevant independent agency ratings	
Proof of disability (Doctor's letter)	
Original/ certified copies of Proof of ownership/Shareholding Certificate	
Certified copy of valid B-BBEE Certificate	
Others (Please specify)	

For office use only

Status	Approved
	Declined