



Provision of Hygiene Testing and Medical Checkup Services for MWSC Employees

1. OBJECTIVE

The objective of this Request for Proposal is to engage a qualified and licensed healthcare provider to conduct occupational medical examinations and hygiene testing for MWSC employees in accordance with applicable health regulations, occupational health requirements, and ISO 45001:2018 requirements, for a three (03) year period.

The program aims to:

- Protect employee health and wellbeing.
- Identify occupational and non-occupational health risks at an early stage.
- Monitor fitness for work of employees performing safety-critical and operational duties.
- Comply with MWSC Occupational Health & Safety requirements and applicable regulations.
- Support preventive healthcare and employee wellness initiatives.

2. SCOPE OF WORK

The selected Service Provider shall provide hygiene testing and medical examination services at its licensed medical facility using qualified medical practitioners, laboratory personnel, and certified diagnostic equipment.

The Service Provider shall ensure that adequate staffing, facilities, laboratory capacity, and equipment are available throughout the contract period.

2.1 Medical Checkup Services

The Service Provider shall perform medical examinations and assessments as required for the employee groups identified by MWSC.

The examinations may include, but are not limited to:

- Basic medical examination
- Eye examination
- Ear examination
- Motor skills assessment
- Skin examination
- Respiratory assessment
- Lung function assessment
- Blood testing
- Spinal assessment
- Heart screening
- Other occupational health assessments specified by MWSC

2.2 Hygiene Testing Services

For designated employee groups, the Service Provider shall perform hygiene testing, including:

- Hand swab testing
- Nasal swab testing
- Stool sample testing
- Salmonella testing
- Other microbiological tests required by MWSC or applicable regulations

2.4 Fitness Assessment

The Service Provider shall clearly indicate in each report whether the employee is:

- Fit for Duty
- Fit for Duty with Restrictions
- Temporarily Unfit for Duty
- Unfit for Duty

Any work restrictions or recommendations shall be clearly stated.

3. QUALIFICATIONS AND TECHNICAL REQUIREMENTS

The bidder shall demonstrate that it possesses the necessary qualifications, experience, facilities, personnel, and regulatory approvals to provide the required Hygiene Testing and Medical Checkup Services.

3.1 Legal and Regulatory Requirements

The bidder shall:

- Be a legally registered entity in the Maldives.
- Hold all valid licenses, permits, and approvals required to provide medical examination and laboratory testing services.
- Comply with all applicable laws, regulations, and standards governing healthcare services in the Maldives.
- Have no ongoing legal or regulatory restrictions that would affect its ability to perform the services.

3.2 Experience

The bidder shall have:

- A minimum of three (3) years of experience in providing hygiene testing and medical examinations, and/or laboratory testing services.
- Demonstrated experience providing similar services to government agencies, state-owned enterprises, large organizations, or private sector clients.
- Experience conducting employee fitness-for-work assessments and occupational medical examinations.

3.3 Medical Facility Requirements

The bidder shall:

- Operate a licensed medical facility within the Greater Malé Region.
- Have adequate consultation rooms, diagnostic facilities, and laboratory capabilities to perform the required examinations and tests.
- Maintain suitable infection prevention and quality control procedures.
- Be capable of accommodating large groups of employees within the required timelines.

3.4 Laboratory Requirements

The bidder shall:

- Have access to an accredited laboratory facility, either in-house or through an approved partner laboratory.
- Demonstrate the capability to perform all required tests specified in this RFP.
- Ensure all laboratory equipment is calibrated and maintained in accordance with applicable standards.
- documented work experience.

Mandatory Technical Qualification (Pass/Fail)

Only bidders who meet all the following mandatory requirements shall proceed to final evaluation:

The bidder must demonstrate:

- Valid business registration in the Maldives
- All required health service and laboratory licenses
- Minimum three (3) years' experience in occupational health, medical screening, and laboratory services
- Availability of a licensed medical facility in the Greater Malé Region
- Capability to perform all medical and hygiene tests listed in this RFP
- Access to an accredited laboratory (in-house or approved partner)
- Ability to meet MWSC turnaround time requirements (appointments and reporting timelines)
- Adequate staffing, equipment, and diagnostic capacity

Bids failing any of the above shall be disqualified and shall not proceed to scoring.

Submission of Proposals

- Quotation
- Business Registration Certificate at Economic Ministry
- Company Business Information Sheet (Economic Ministry), Generated within 1 month from the Bid submission deadline
- GST Registration
- Qualification & Experience certificates / letters
 - Curriculum vitae/ Profile of proposed
 - Copy of National identity card

- Copy of the academic certificates and summary of work experience (Job reference letters should be attached as supporting documents)
- Detailed work plan
- Methodology

4. DELIVERABLES

The healthcare provider shall:

- a) Conduct medical examinations and testing as requested by MWSC throughout the contract period.
- b) Provide individual confidential medical reports to employees., as well as share the record with MWSC's Health and Safety Executive either by mail or physically.
- c) Provide Fitness-for-Work assessments where applicable.
- d) Provide annual summary reports to MWSC indicating:
 - Number of employees screened
 - Health trends and observations
 - Recommendations for workplace health improvements
- e) Maintain medical records in accordance with applicable medical confidentiality requirements.

5. SUMMARY OF WEITAGE AND EVALUATION CRITERIA

#	Criteria	Weighting %
1	Price	50
2	Delivery Period	25
3	Credit Facilities	15
4	Additional Benefits and Services	10
	Total	100