



PHSDSBC

Public Health and Social Development
Sectoral Bargaining Council

**Terms of Reference for the Appointment of an
Independent External Audit Firm**

Background

- [1] The Public Health and Social Development Sectoral Bargaining Council (PHSDSBC or “the Council”) is mandated to, among other objectives, maintain and promote labour peace within the public health and social development sector. It also seeks to prevent and resolve labour disputes, promote collective bargaining, and enhance its image among employees in the sector.

- [2] The PHSDSBC, as a creature of statute, derives its mandate from sections 28 and 30 of the Labour Relations Act, no 66 of 1995, as amended (LRA), which include, inter alia, the conclusion of negotiated collective agreements on matters of mutual interest and the prevention and resolution of labour disputes. To deliver on the foregoing mandate, the Council rely on the levies it receives from the employer and employees.

- [3] The auditing of the PHSDSBC’s financial statements by an independent external auditor plays a critical role in maintaining trust and transparency. The term of the current audit firm concludes in June 2026. Accordingly, the PHSDSBC invites proposals from suitably qualified and experienced audit firms to be considered for appointment as its next Independent External Auditor.

Mandatory Requirement

Proposals will be evaluated for compliance against the following mandatory criteria:

- [4] Proof of registration with the Independent Regulatory Board for Auditors (IRBA) or another recognised professional auditing body.

- [5] Demonstrated experience in auditing within a bargaining council or similar institutional environment.

- [6] Reference letters verifying the completion of relevant audit work.

- [7] Details on the audit team's capacity and experience, along with a comprehensive audit plan.

Scope of Work

- [8] Examine the financial statements and related disclosures, and express a professional opinion on whether these fairly reflect, in all material respects, the financial position of the PHSDSBC as at 31 March of each year, in accordance with International Financial Reporting Standards.
- [9] Verify whether the audited membership figures submitted by trade unions admitted to the Council meet the required audit standards.
- [10] Confirm the accuracy of the vote weight determinations and allocation of seats as calculated and assigned by the PHSDSBC Secretariat.
- [11] Perform any other necessary audit function to enhance the degree of confidence in the financial statements of the PHSDSBC
- [12] Present the financial statements to the Annual General Meeting of the PHSDSBC, which is normally held in June of each year.
- [13] The contract will be for at least three (3) years.

Submission Requirements

Interested service providers must submit the following:

- [14] A detailed quotation, inclusive of VAT, for the rendering of the aforementioned services.
- [15] Company profile.
- [16] Valid Tax Clearance Certificate.
- [17] A certified copy of the B-BBEE certificate.

[18] Company Registration documents.

[19] Summary of prior experience in performing audits for Bargaining Councils or similar entities.

[20] Proposals must be submitted in two copies:

- a One (1) Original copy (**Hard copy**), and
- b One (1) soft Copy on **USB**

Submission Details

[21] All proposals must be submitted by 08 March 2026 no later than 15h00 to:


PHSDSBC Building E — Tender Box

For electronic submissions, please contact:

Ms Hlamarisa Majebela

Email: variousadverts@phsdsbc.org.za

For queries, please contact Ms Majebela at email: tenderqueries@phsdsbc.org.za

DocuSigned by:

19-02-2026
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Mr Mpumelelo Sibiyi

General Secretary: PHSDSBC

Date: 17/02/2026