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1. INTRODUCTION

Pharmaceutical suppliers are critical partners for City Power, ensuring a steady and diverse supply of high-quality medications that are essential for patient care. Their role goes beyond simply delivering medications; it involves maintaining regulatory compliance, ensuring quality control, and contributing to the overall efficiency of healthcare delivery.

2. SCOPE

This standard covers City Power's requirements for Health Services (EW Department) to get a pharmaceutical supplier for the supply of medicines and related substances. In line with City Power Employee Wellness Policy, City Power uphold the principles of South African Health Products Regulatory Authority (SAHPRA) on the safety, quality and efficacy of medicines ensuring the protection of employee's health and safety. We therefore require the supplier to comply with the following and other relevant requirements:

- ✓ Medicines and Related substance Act 101 of 1965 .
- ✓ South African Health Products Regulatory Authority (SAHPRA) requirements for manufacturing/distribution of medicines and related substance

3. REQUIREMENTS

- ✓ Medicines must be stored in accordance with SAHPRA standard of good distribution and proof to supplied
- ✓ Deliver the right items in good quality, correct quantities and pack size.
- ✓ Supply medical stock with a shelf life of at least two years
- ✓ Ability to urgently provide emergency medical stock
- ✓ Deliver a complete order with the invoice on the same day
- ✓ Provide an updated list of medical stock, pack sizes and prizes every six months
- ✓ Assign a competent sales representative who will be available to attend to urgent queries and hold quarterly meetings with Occupational health team

4. RETURNS TO SUPPLIERS

The following items will be returned to supplier within a reasonable time post delivery date:

- ✓ Incorrect items, quantity or/ and pack size
- ✓ Medication that will expire within two year of delivery
- ✓ Damaged pack/s
- ✓ Where cold chain has been broken

5. QUALITY MANAGEMENT

A quality management system shall be set up in order to assure the quality during manufacture, packaging, storage, transportation, and disposal in line with company's SOP. Guidance on the requirements for a quality management system may be found in the following standards: ISO 9001:2015. The details shall be

subject to an agreement between the purchaser and supplier.

6. HEALTH AND SAFETY

A health and safety plan shall be set up in order to ensure proper management and compliance during manufacture, packaging, storage, transportation, and disposal in line with company's SOP. Guidance on the requirements of a health and safety plan shall be found in ISO 45001:2018 standards. The details shall be subject to an agreement between City Power and the Supplier.

7. ENVIRONMENTAL MANAGEMENT

An environmental management plan shall be set up in order to ensure the proper environmental management and compliance is adhered to during manufacture, packaging, storage, transportation, and disposal in line with company's SOP. Guidance on the requirements for an environmental management system shall be found in ISO 14001:2015 standards. The details shall be subject to an agreement

8. NORMATIVE REFERENCES

The following documents contain provisions that through reference in the text constitute the requirements of this standard. At the time of publication, the editions indicated were valid. All standards and specifications are subject to revision and parties to agreements based on this specification are encouraged to investigate the possibility of applying the most recent editions of the documents listed below.

- ✓ Drugs Control Amendment Act, No. 65 of 1974
- ✓ Medicines and Related Substances Act No. 101 Of 1965
- ✓ Medicines and Related Substances Amendment Act, No. 14 of 2015
- ✓ Pharmacy Act,53 of 1974
- ✓ Regulation of Pharmaceutical and Medical Devices.

9. DEVELOPMENT TEAM

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10. REVISIONS

Date:	Revision	Brief description of changes:
December 2023	0	First Issue
June 2026	1	Amended to align to ISO 9001:2015 standardised template.

ANNEXURE C – DISCRIPTION ITEMS

Item	Description Items	Pack Size
	Medicinal Items	
	Tablets	
1	Ascorbic Acid 1000mg (Chewable)	1000
2	Aspirin Soluble 300mg	48
3	Chloropheniramine 4mg	30
4	Sinuend / Sinucon / Sinutab	20
5	Ibuprofen 200mg	1000
6	Loperamide 2mg	6
7	Hyospasmol 10mg	10
8	Paracetamol 500mg	1000
9	Amoxicillin 500mg	100
10	Prednisone 5mg	500
11	Calmettes	20
12	Norflex Co	20
13	Throat Lozenges	1000
14	Vit. B Co tabs	1000
15	Dynapyne tabs	20
16	Multivitamins	1000
17	Co-amoxiclav 625mg	15
18	Doxycycline 100mg	100
19	Metronidazole 200mg	500
20	Phernegan 25mg tabs	28
21	Erythromycin 500mg	500
22	Ferrous sulphate	100
23	Cycline 50mg	20
24	Amlodipine 10mg	10
25	Ciprobay 500mg	10
26	Loratidine 10mg	10
27	Flucloxacillin 500mg	20
28	Azithromycin 500mg	3
29	Ceftriaxone 250mg imi	1
30	Indocid/indomethacin 25mg	30
31	Acyclovir 200mg	25
32	Fluconazole 200mg	20
33	Contromet	10
34	Diclofenac 50mg	18
35	Promethazine 25mg tabs	28

36	Sennoside (Soflax)	20
37	(Dolutegravir, lamivudine and tenofovir disoproxil fumarate)	30

	Solutions/Suspensions/Injections	
38	Alcophyllex 200ml	100
39	Perfalgan 10mg	1
40	Ascorbic Acid IVI	10
41	Spasmogel suspension 100ml	1
42	Clear cough syrup 100ml	1
43	Sodium chloride 0.9% 1L	1
44	IV Magnesium Sulphate	10
45	IV Glutathione	10
46	IV VITC	10
47	IV/IMI VIT B Complex	10
48	IV/IMI VIT B12	10
49	IV Saline 200mls	1
50	Dextrose 5% 200ml	1
51	Ringers Lactate 1L	1
52	Lignocaine 10% 10mls	5
53	Hydrocortisone 100mg/2ml (Solu Cortef)	1
54	Adrenaline 1:1000 inj. 1ml(Long expiry date)	10
55	Aminophylline 250mg/ml	10
56	Dextrose 50%/20ml	10
57	Diazepam 10mg/2ml	10
58	Atropine 10mg/ml(Long expiry date)	10
59	Hyoscine Butylbromide Injection	10
60	Metoclopramide 10mg inj.	10
61	Diclofenac Amp 75mg/3ml	10
62	Allergex eye drops	1
63	Xefo injection	1
64	Biocide	1
65	Cerumol ear drop	1
66	Antiseptic solution 100ml	1
67	G-Cide surface cleaner 1L	1
68	Steri-tac Sterilizing solution 5L	1
69	G-Cide hand cleaner with spray pump 1L	1
70	Pintocid 40mg injection	1
71	Advantan Cream	1

	Vaccines	
72	Tetanus Toxoid vaccine single dose	1
73	Hepatitis B and A vaccine(Twinrix)	1
	Nebulisers	
74	Duolin Nebules	20
75	Pulmicort nebules	20
	Topical Applications	
76	Hand and nail lotion 75ml	1
77	Povidine iodine Cream 500g	1
78	Desloughing cream 50g	1
79	Ung. Methyl Sal tub 500g	1
80	Calamine Lotion 100ml	1
81	Hydrocortisone Cream 25g	1
82	Flamazine 500g	1
83	Mepyramine maleate cream 25g	1
84	KY Jelly 50g	1
85	Chloramphenicol eye ointment	1
86	Bactroban cream 15g	1
87	Sunscreen SPF 30	1
88	Adco- acyclovir cream 2g	1
89	Bactigras/Jelonet paraffin 100x 100mm	10
90	Anusol suppository	12
91	Clotrimazole 500mg cream	1
92	Clotrimazole vaginal cream 500mg	1
93	Betamethasone Cream	1
99	Emulsifying Ointment tub	1

	Miscellaneous	
100	Mission Ultra cholesterol test strips	25
101	Accu check Safe T-Pro Uno	200
102	Contour Plus Glucose test strips	50
103	L Combur 10 urine test strips	100
104	Mission Ultra cholesterol test machine	1
105	HIV Test Kit	10
106	Pregnancy test kit	100
107	Contour Plus glucose test machine	1
108	Sphygmo Digital - fully auto desk BP monitor (Adult Cuff)	1
109	Multi Drug Rapid Test 5panel	1
110	Stethoscope - cardiology Littman	1
111	Torch-pupil pocket - penlight no battery [Welch Allyn]	1
112	Earpiece for ENT diagnostic set(different sizes)	1
113	BP Cuff -Obese adult	1
114	BP Cuff - adult	1
115	Admin solution set Adult 20 dropper	1
116	Oxygen Mask 60% with tubing (adult)	1
117	Oxygen Mask 40% with tubing (adult)	1
118	Nebulizing mask with tubing (adult)	1
119	Bandages [Crepe] 50mm [knit crepe stretch]	12
120	Bandages [Crepe] 75mm [knit crepe stretch]	12
121	Bandages [Crepe] 100mm [knit crepe stretch]	12
122	Eye pads	20
123	Cotton wool 50g	1
124	Elastoplast fabric strips	100
125	Sterile gauze 5's	1

126	Non sterile gauze 100's	1
127	Elastoplast roll 25mm*3m	12
128	Non allergenic plaster 50mm	1
129	Anchor Plaster - waterproof strips 25's	1
130	Bacteria/Viral Filter	50
131	CPR Mouth pieces	1
132	Ointment labels	150
133	Ointment container 30g	100
134	Tablets Pockets	250
135	Sanitary Pads	10
136	Needles 22g black (Adult)	100
137	Needles 21g green (Adult)	100
138	Needles 20g yellow (Adult)	100
139	Jelco 18g	1
140	Jelco 20g	1
141	Butterfly 23g	1
142	Syringes 2ml	25
143	Syringes 5ml	100
144	Syringes 20ml	25
145	Syringes 10ml	25
146	Surgical Blade size 21	20
147	Gloves sterile[large] 1's	100
148	Gloves Powder free [Med] 1000	1
149	Gloves Powder free [large] 1000	1
150	Suture Chromic	12
151	Suture Nylon 0.3 RC	12
152	Suture Nylon 4/0 RC 12'S	12
153	Splints lockable	1
154	Webcol swab	200
155	Linen Saver	20
156	Tongue Depressors	100
157	Adult pads for an Automated External Defibrillator (AED)	2
158	Schedule 3,4,5 Drug register	1
159	Medicine bottles labels	100
160	Two ply facial tissues 100's	1
161	Collar - cervical soft foam - large	1
162	Collar - cervical soft foam medium	1
163	Triangular Bandage	1
164	Pair of scissors - small	1
165	Opsite 60x70mm transparent dressing	1
166	First aid Dressing- #3	1
167	Primapore dressing 60x83	1
168	First aid Dressing- #4	1

169	Steri strips	5
170	Safety pins	1
171	Rescue blanket	1
172	First aid refill kit	1
173	Curved scissor	1
174	Pair of forceps stainless steel	1
175	Urine Glasses Male	1
176	Urine Glasses Female	1
177	Ear syringe	1
178	Gallipot stainless steel	1
179	Mosquito curve forceps	1
180	Straight forceps	1
181	Toothed forceps	1
182	Small receiver stainless steel	1
183	Small bowl stainless steel	1
184	Large bowl stainless steel	1
185	Large receiver stainless steel	1
186	Drip Stands with carrier bags(portable)	1
187	Eye wash bottle 1l	1
188	Pharmacy packets	100
189	Medium receiver stainless steel	1
190	Intermediate life support refill pack (ILS)	1
191	Actrapid	1
192	Activated Charcoal	25