

PRICING SCHEDULE
Travel Management Services

NAME OF BIDDER:	BID NO: <u>ECS02/24/25</u>
CLOSING DATE: <u>19 JULY 2024</u>	CLOSING TIME: <u>15H00</u>

OFFER TO BE VALID FOR **90** DAYS FROM THE CLOSING DATE OF BID.

ITEM NO	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)	
1.	The accompanying information must be used for the formulation of proposals.		
2.	Bidders are required to indicate a ceiling price based on the total estimated time for completion of all phases and including all expenses inclusive of all applicable taxes for the project.	R.....	
3.	PERSONS WHO WILL BE INVOLVED IN THE PROJECT AND RATES APPLICABLE (CERTIFIED INVOICES MUST BE RENDERED IN TERMS HEREOF)		
4.	PERSON AND POSITION	HOURLY RATE	DAILY RATE
	-----	R-----	-----
	-----	R-----	-----
	-----	R-----	-----
	-----	R-----	-----
	-----	R-----	-----
5.	PHASES ACCORDING TO WHICH THE PROJECT WILL BE COMPLETED, COST PER PHASE AND MAN-DAYS TO BE SPENT		
	-----	R-----	----- days
	-----	R-----	----- days
	-----	R-----	----- days
	-----	R-----	----- days
	-----	R-----	----- days

** "all applicable taxes" include value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

Name of Bidder:

6. The bidders must indicate their unit rates and total price in the columns allocated and the rates must be based on the following estimate annual volumes:

A. RESERVATIONS/ BOOKINGS			
TRANSACTION TYPE	VOLUME PER ANNUM	UNIT RATE (VAT inclusive)	TOTAL PRICE (VAT inclusive)
1. Accommodation -International	10		
2. Accommodation -Regional	6		
3. Accommodation -Domestic	500		
4. After-hour Reservation	10		
5. Air Travel -International	10		
6. Air Travel -Regional	6		
7. Air Travel -Domestic	250		
8. Bus/ Coach Bookings -Domestic	40		
9. Cancellation -Accommodation International	2		
10. Cancellation -Accommodation Regional	2		
11. Cancellation -Accommodation Domestic	25		
12. Cancellation -Air International	2		
13. Cancellation -Air Regional	2		
14. Cancellation -Air Domestic	25		
15. Cancellation -Car Domestic	25		
16. Car rental -Domestic	400		
17. Changes -Accommodation International	2		
18. Changes -Accommodation Regional	2		
19. Changes -Accommodation Domestic	25		
20. Changes -Air International	2		
21. Changes -Air Regional	2		
22. Changes -Air Domestic	25		
23. Changes -Car Domestic	25		
24. Refunds -Air International	2		
25. Refunds -Air Regional	2		
26. Refunds -Air Domestic	25		
27. Re-issue -Air International	2		
28. Re-issue -Air Regional	2		
29. Re-issue -Air Domestic	25		
30. Shuttle/ Transfers -International	10		
31. Shuttle/ Transfers -Regional	6		
32. Shuttle/ Transfers -Domestic	150		
33. SMS Notification	500		
34. Train Bookings -International	10		
35. Travel Insurance	16		
36. VISA Application Assistance	10		
Sub-Total			
B. CONFERENCE BOOKING	ESTIMATED AMOUNT	PERCENTAGE FEE CHARGE	TOTAL PRICE R
37. Conference facilities	3,000,000.00		
Sub-Total			
C. OTHER TRANSACTION FEES	VOLUME PER ANNUM	UNIT RATE R	TOTAL PRICE R
38. Travel reports (per report)	36		
39. Other transaction fees (please specify)			
Sub-Total			
TOTAL PRICE FOR YEAR 1 [SUM OF A + B + C]			

Name of Bidder:

TOTAL PRICE FOR YEAR 1	
TOTAL PRICE FOR YEAR 2	
TOTAL PRICE FOR YEAR 3	
GRAND TOTAL FOR 3 YEARS [PRICE THAT WILL BE USED FOR EVALUATION PURPOSES]	

7. Period required for commencement with project after acceptance of bid
8. Estimated man-days for completion of project
9. Are the rates quoted firm for the full period of contract? ***YES/NO**
10. If not firm for the full period, provide details of the basis on which
 adjustments will be applied for, for example consumer price index.

***[DELETE IF NOT APPLICABLE]**

Any enquiries regarding bidding procedures may be directed to the –

The Procurement Officer
Mr Malwande Ntongana
ECSECC
12 Gloucester Road
Vincent

Tel: 043 701 3400 or
 Email: tenders@ecsecc.org; tenders.ecsecc@gmail.com

For technical information, direct enquiries to the –

The Supply Chain Manager
Ms Zola Mshumpela
ECSECC
12 Gloucester Road
Vincent

Tel: 043 701 3400 or
 Email: zola.mshumpela@ecsecc.org;
tenders@ecsecc.org; tenders.ecsecc@gmail.com