



Provincial Supply Chain Management

**Price Schedule –
Professional Services**

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Bidder Name		Bid No	
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NOTE: If the information required regarding each item cannot be inserted in the space provided on either page 1, 2 or 3 of this form, additional information may be attached to this form.

The Gauteng Provincial Treasury (GPT) is acting as Common Service Provider or buying organisation on behalf of all Gauteng Provincial Government Customer Departments / Institutions. The goods / services are therefore required by the Customer Department / Institution, as indicated on RFP 01.

CONDITIONS

- All goods or services purchased will be subject to General Conditions of Contract.
- All prices quoted must be inclusive of Value Added Tax (VAT) and prices must be quoted in South African currency.
- In case of goods all delivery and/or railage charges must be included in the offered price(s) and goods must be delivered to the address indicated on RFP 01.
- All delivery lead times submitted must be firm.
- Firm prices, being prices deemed to be fixed prices, which are only subject to the following statutory changes, namely VAT and any levy related to customs and excise, are preferred to variable prices.
- In case of bidding a price(s) subject to variance, please supply full details by completing RFP 07.
- If an estimated quantity is called for, no guarantee is given that this or any quantity will be bought by GPG.

PRICING

DESCRIPTION	PERIOD

PRICE (including VAT)*	R	(Refer to par. 16 of RFP 03 and condition no 3 on RFP 06 page 1 of 3 *)
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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.

How many days from the Closing Date of the Bid is the offer valid?	
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DELIVERY

TIME REQUIRED FOR DELIVERY (START) ACCEPTANCE OF BID (PLEASE STATE IN HOURS, DAYS, WEEKS OR MONTHS)					
Is the delivery period(s) for this service firm? (Also see condition no 4 on RFP 06.1 page 1 of 3)	<table border="1"> <tr> <td>Y</td> <td></td> <td>N</td> <td></td> </tr> </table>	Y		N	
Y		N			

SPECIFICATION AND GUARANTEE

Service Name		Is the offer strictly to specification?	Y		N	
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(For specification – see RPF 05)

If not to specification, state deviation

GAURANTEE (Also see warranty requirements as required in terms of par. 15 of the General Conditions of Contract)

Is the service/s guaranteed?	Y		N	
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If a specific guarantee is required in the RFP specification, are the goods/services ACCORDINGLY guaranteed?	Y	N
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(For specification – see RPF 05)

Indicate names and addresses of offices from where the service/s will be managed?

SITE INFORMATION			
Office Name		Physical Address	
Office Name		Physical Address	
Office Name		Physical Address	

PROJECT PLAN OVERVIEW

The accompanying information must be used for the formulation of proposals

1. PERSONS WHO WILL BE INVOLVED IN THE PROJECT AND RATES APPLICABLE (CERTIFIED INVOICES MUST BE RENDERED IN TERMS HEREOF).			
PERSON AND POSITION	NO	HOURLY RATE	DAILY RATE

2. PHASES ACCORDING TO WHICH THE PROJECT WILL BE COMPLETED, COST PER PHASE AND MAN-DAYS TO BE SPENT		
PHASE	RAND VALUE	MAN HOURS



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3. TRAVEL EXPENSES (SPECIFY, FOR EXAMPLE RATE/KM AND TOTAL KM, CLASS OF AIRTRAVEL, ETC). ONLY ACTUAL COSTS ARE RECOVERABLE. PROOF OF THE EXPENSES INCURRED MUST ACCOMPANY CERTIFIED INVOICES.

DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
TOTAL			

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

4. Other expenses, for example accommodation (specify, eg. Three star hotel, bed and breakfast, telephone cost, reproduction cost, etc.). On basis of these particulars, certified invoices will be checked for correctness. Proof of the expenses must accompany invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
TOTAL			

5. Estimated man-days for completion of project		START DATE		END DATE	
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6. Are the rates quoted firm for the full period of the contract?	Y		N	
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If not firm for the full period, provide details of the basis on which adjustments will be applied for, for example consumer price index	
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SIGNATURE OF BIDDER		DATE	
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PRICING AND PAYMENT STRUCTURE

The service provider should provide pricing in the format given below.

Table 1: Pricing Format

Item	Estimated Period	Cost
Stabilisaton:		
○ Technical and application assessment.	2-months	
○ Implement updates, enhancements and manage the system.	4-months	
○ Post go-live continuous support	30-months	
Other (if any):		
TOTAL PRICE:		

Note: Costs should be all-inclusive.

Payment Structure should include but not be limited to the following milestones:

- Technical and application assessment report
- Implementation of system updates, enhancements, and management of the system.
- User Acceptance Testing
- System Go-Live
- End User Training
- Change Management
- Post-Go-Live Operational Support
- Monthly Ongoing Support Billing

The bidder should align the billing milestone to the list above.

 <p>GAUTENG PROVINCE PROVINCIAL TREASURY REPUBLIC OF SOUTH AFRICA</p>	<h1>Provincial Supply Chain Management</h1>	
	<h2>PREFERENCE POINTS CLAIM FORM</h2>	<p>Page: 1 of 6</p>

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2

- a) The value of this bid is estimated to ~~exceed~~/not exceed R50 000 000 (all applicable taxes included) and therefore the preference point system shall be applicable; or
- b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	
B-BBEE STATUS LEVEL OF CONTRIBUTOR	
Total points for Price and B-BBEE must not exceed	100

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

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2. DEFINITIONS

- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“prices”** includes all applicable taxes less all unconditional discounts;
- (h) **“proof of B-BBEE status level of contributor”** means:
- 1) B-BBEE Status certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

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5. BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contributor: = (maximum of 10 or 20 points)
 (Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.)

7. SUB-CONTRACTING

7.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES		NO	
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7.1.1 If yes, indicate:

- (i) what percentage of the contract will be subcontracted?
- (ii) the name of the sub-contractor?
- (iii) the B-BBEE status level of the sub-contractor?
- (iv) whether the sub-contractor is an EME or QSE?

YES		NO	
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(v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations 2017:

Designated Group: An EME or QSE which is at last 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

If feasible to subcontract for a contract above R30 million, an organ of state must apply subcontracting to advance designated groups. (As per Preferential Procurement Regulations 2017)

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8 DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of company/firm

8.2 VAT registration number

8.3 Company registration number

8.4 TYPE OF COMPANY/ FIRM [TICK APPLICABLE BOX]

- Partnership/Joint Venture / Consortium

- One person business/sole propriety

- Close corporation

- Company

- (Pty) Limited

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

8.6 COMPANY CLASSIFICATION [TICK APPLICABLE BOX]

- Manufacturer

- Supplier

- Professional service provider

- Other service providers, e.g. transporter, etc.

8.7 Total number of years the company/firm has been in business?

8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- (i) The information furnished is true and correct;
- (ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.
- (iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- (iv) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –

 <p style="font-size: 1.2em; font-weight: bold; margin: 0;">GAUTENG PROVINCE</p> <p style="font-size: 0.8em; margin: 0;">PROVINCIAL TREASURY REPUBLIC OF SOUTH AFRICA</p>	<h1 style="margin: 0;">Provincial Supply Chain Management</h1>
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- (a) disqualify the person from the bidding process;
- (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution.

Name(s) & Signature(s) of Bidder(s)

DATE:

ADDRESS:

WITNESSES

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