

## Annexure B: Pricing Schedule

### merSETA EE POLICY & PLAN REVIEW RFP

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**RFP Reference:** \_\_\_\_\_

**Project:** Employment Equity policy and plan review

**Bidder Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

#### 1. Summary Table

Item No.	Category/Description	Unit/Session	Quantity	Unit Price (R, incl. VAT)	Total Price (R, incl. VAT)
1	Review and analyse merSETA's new five-year EE Plan	Document	1		
2	Review the current EE Policy and procedure	Document	1		
3	Analyze workforce data and organisational context.		1		
4	Assess existing EE barriers and provide recommendations		1		
5	Present EE Plan review findings, and recommendations to HR	Hour/day	1		
6	Facilitate the EE plan discussion with merSETA management.	Hour/day	1		
7	Other (please specify)				

Item No.	Category/Description	Unit/Session	Quantity	Unit Price (R, incl. VAT)	Total Price (R, incl. VAT)
	<b>Total Price for 2 Month (incl. VAT) in line with SBD 3.3.</b>				R _____ _____

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## 2. Notes & Instructions to Bidders

1. **All prices must be quoted in South African Rand (R) and must be VAT inclusive.**
  2. **Quantities:** Where a specific number is not provided bidders must estimate based on their proposed methodology and indicate these assumptions clearly.
  3. **Breakdown:** For each category, provide a detailed cost breakdown if required (e.g., per session, per participant, per module).
  4. **Travel and Disbursements:** If applicable, specify whether travel and disbursement costs are included or will be charged additionally.
  5. **Additional Items:** If there are additional services or items not listed above, add them under "Other" and provide details.
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## 3. Declaration

I/We, the undersigned, confirm that the above pricing is complete, correct, and in accordance with the requirements of the Terms of Reference.

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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