



APPOINTMENT OF SERVICE PROVIDER FOR THE PROVISION OF AN OFFICE SPACE IN THE POLOKWANE CITY ON A LEASE BASIS FOR A MAXIMUM OF (10) YEARS

NAME OF THE BIDDER :.....

CLOSING DATE: 10 OCTOBER 2025

CLOSING TIME: 11H00 AM

PRICING SCHEDULE

Year one

ITEM NO:	DESCRIPTION	UNIT MEASURE	COST PER MONTH	QUANTITY	TOTAL
1	Rental of office space	Monthly	R	12	
2	Other applicable costs (please specify)		R	12	
	Subtotal				
	15% VAT				
	Total VAT inclusive				

Year two

ITEM NO:	DESCRIPTION	UNIT MEASURE	COST PER MONTH	QUANTITY	TOTAL
1	Rental of office space	Monthly	R	12	
2	Other applicable costs (please specify)		R	12	
	Subtotal				

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	15% VAT				
	Total VAT inclusive				

Year three

ITEM NO:	DESCRIPTION	UNIT MEASURE	COST PER MONTH	QUANTITY	TOTAL
1	Rental of office space	Monthly	R	12	
2	Other applicable costs(please specify)		R	12	
	Subtotal				
	15% VAT				
	Total VAT inclusive				

Year four

ITEM NO:	DESCRIPTION	UNIT MEASURE	COST PER MONTH	QUANTITY	TOTAL
1	Rental of office space	Monthly	R	12	
2	Other applicable costs (please specify)		R	12	
	Subtotal				
	15% VAT				

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	Total VAT inclusive				
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Year five

ITEM NO:	DESCRIPTION	UNIT MEASURE	COST PER MONTH	QUANTITY	TOTAL
1	Rental of office space	Monthly	R	12	
2	Other applicable costs		R	12	
	Subtotal				
	15% VAT				
	Total VAT inclusive				

Year six

ITEM NO:	DESCRIPTION	UNIT MEASURE	COST PER MONTH	QUANTITY	TOTAL
1	Rental of office space	Monthly	R	12	
2	Other applicable costs		R	12	
	Subtotal				
	15% VAT				
	Total VAT inclusive				

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Year seven

ITEM NO:	DESCRIPTION	UNIT MEASURE	COST PER MONTH	QUANTITY	TOTAL
1	Rental of office space	Monthly	R	12	
2	Other applicable costs		R	12	
	Subtotal				
	15% VAT				
	Total VAT inclusive				

Year eight

ITEM NO:	DESCRIPTION	UNIT MEASURE	COST PER MONTH	QUANTITY	TOTAL
1	Rental of office space	Monthly	R	12	
2	Other applicable costs		R	12	
	Subtotal				
	15% VAT				
	Total VAT inclusive				

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Year nine

ITEM NO:	DESCRIPTION	UNIT MEASURE	COST PER MONTH	QUANTITY	TOTAL
1	Rental of office space	Monthly	R	12	
2	Other applicable costs		R	12	
	Subtotal				
	15% VAT				
	Total VAT inclusive				

Year ten

ITEM NO:	DESCRIPTION	UNIT MEASURE	COST PER MONTH	QUANTITY	TOTAL
1	Rental of office space	Monthly	R	12	
2	Other applicable costs		R	12	
	Subtotal				
	15% VAT				
	Total VAT inclusive				

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PRICING SUMMARY

DESCRIPTION	TOTAL VAT INCL
Total Year one	R
Total -Year two	R
Total -Year three	R
Total -Year four	R
Total -Year five	R
Total -Year six	R
Total -Year seven	R
Total -Year eight	R
Total -Year nine	R
Total -Year ten	R
GRAND TOTAL VAT INC -TEN YEARS	R

1. FOR INFORMATION PURPOSE (NOT FOR SCORING)

Bidders must provide the pricing of the following which will not be used as the bid price for evaluation:

- Tenant Installation Amount per m² for respective leases. The prospective bidder needs to indicate what amount has been allocated for tenant installation.
- The prospective bidder needs to provide a breakdown of all aspects covered within the tenant installation cost.

2. TREATMENT OF ARITHMETIC ERRORS IN THE BID PRICE

- If the pricing schedule apply and there is an error in the line-item total resulting from the product or services of the unit rate and quantity, the line-item total shall govern, and rate shall

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be corrected. Where there is obviously gross misplacement of the decimals point in the unit rate, the line-item total as quoted shall govern and the unit rate shall be corrected.

- Where there is an error in the of the prices, either as result of other corrections required by the checking process or in the bids addition of prices, the total of the prices shall govern, and the service provider will be asked to revise selected item prices to achieve the total quoted price.
- No bidder shall be offered competitive advantage to change total quoted prices after the closing of the bid.

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Signature	Date
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Position	Name of bidder