

SSASSA 01 (QO)

INVITATION FOR QUOTATIONS

**THE SOUTH AFRICAN SOCIAL SECURITY AGENCY INVITES QUOTATIONS
FOR THE PROVISION OF *description of works***

Project title:	<i>Development of Human resource Strategy for SASSA</i>		
RFQ No:	RFQ174/23/HCM	Closing Date:	04 December 2023
Closing time:	11:00	Validity period:	60 days

1. COMPLETION OF QUOTATION/BID DOCUMENTS:

1.1 All quotations documents must be completed in ink.

All quotations and completed SBD forms must be addressed to the South African Social Security Agency or must be **Hand delivered** in a sealed envelope marked with the RFQ number stated above. **NB: PLEASE SIGN THE QUOTATION REGISTER AT RECEPTION.**

Where the quotations are above R 30 000 Vat inclusive, suppliers are encouraged to hand deliver their quotations and must be deposited in the **QUOTATION BOX** situated at the reception at **SASSA House, 501 Prondisa Building Cnr Steve Biko & Pretorius Streets, Arcadia, Pretoria 0083**. Late quotations will not be considered.

- 1.2** This quotation is subject to the GCC (General Conditions of Contract) and any other special conditions of contract where applicable.
- 1.3** The taxes of the successful bidder must be in order, or satisfactory arrangements must be made with the Receiver of Revenue to meet the bidder's tax obligations. **SARS PIN SHOULD BE SUBMITTED TOGETHER WITH THE QUOTATION FOR TAX COMPLIANCE VERIFICATION PURPOSE.**
- 1.4** Your quotation must include **costs breakdown** and that is inclusive VAT inclusive, (where applicable)
- 1.5** Quotations above R30 000 must be accompanied by **an original or certified original** B-BBEE certificate issued by SANAS accredited agencies.



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at the right time and place. NJALO!]*

South African Social Security Agency
Head Office

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Pretoria • Private Bag X55662 Arcadia • Pretoria 0083
Tel: +27 12 400 2000 • Fax: +27 12 400 2257
www.sassa.gov.za

Exempted Macro Enterprise (EME's) must submit an original Sworn Affidavit signed by EME's representative and attested by commissioner of oath. Failure to submit will results into the supplier not awarded points for B-BBEE level of contribution.

- 1.6 Quotations equal to or above R30, 000 Vat inclusive shall be evaluated on 80\20 point system.
- 1.7 Suppliers to **indicate validity of quotation and delivery date for goods and services.**
- 1.8 **The quotation must be detailed as per the SASSA attached specification and where the quotation is itemised, the supplier must indicate price for each line item. Failure to comply with this condition (paragraph 1.10) WILL result in the invalidation of your quotation.**

2. DESCRIPTION OF SERVICE REQUIRED:

Description of Goods / Services	Quantity
<i>Development of Human Resource Strategy for SASSA</i>	As Per The attached TOR
<i>Compulsory Briefing session on the 28th November 2023 @ 10:00am Via Microsoft Teams</i>	

NB: Please find attached SBD Forms and Detailed Specification or TOR's

3. ENQUIRIES RELATED TO DOCUMENTS MUST BE ADDRESSED TO:

BUYER:	Lucky Mthethwa	Telephone no:	012 4002071
Cell no:	N/A	Fax no:	

Name: Khoreisha Pillay

Signature:

Date: 22 November 2023



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