

PRICING SCHEDULE
(Professional Services)

NAME OF BIDDER:	BID NO.: Tender – INS/2025/26/012
CLOSING TIME: 11:00	CLOSING DATE: 20 April 2026

OFFER TO BE VALID FOR **120** DAYS FROM THE CLOSING DATE OF BID.

BID DESCRIPTION: READVERTISEMENT FOR APPOINTMENT OF AN ACCOUNTING FIRM TO PROVIDE WITH 5 RESOURCES TO SUPPORT THE INSETA WITH THE REVIEW OF STANDARD OPERATING PROCEDURES, ENHANCE FINANCIAL INTERNAL CONTROLS, COMPLIANCE AND QUALITY REVIEW OF THE ANNUAL/INTERIM FINANCIAL STATEMENTS AND ASSIST WITH THE COMPILATION OF AUDIT WORKING FILE, AMONGST OTHERS

Bidders must complete the pricing template listed below. Annexure A – SBD3.3 - Pricing Schedule / Proposal – All prices MUST include VAT.

1. The accompanying information must be used for the formulation of proposals.
2. **Pricing schedule on a bidder letterhead** should be submitted in 2 separate sealed envelopes attached to SBD 3.3 .
3. Pricing should not be reflected in any other part of the proposal or cover thereof.
4. Pricing schedule must include rates per hour for each resource (inclusive of all claims and disbursements).
5. Rates accepted must remain fixed for a period 3 years and no additional costs will be admitted later.
6. Price escalations per annum must be kept at a **5.5% increase**.
7. **List of items to be quoted are as follows:**

Table 1: Costing (inclusive of all claims and disbursements)

Item Description	UoM	Year 1	Year 2	Year 3
Project Leader	Rate per hour			
Senior Accountant (1)	Rate per hour			
Senior Accountant (2)	Rate per hour			
Senior Accountant (3)	Rate per hour			

Board Members: Ms. R. Matenche (Chairperson), Ms. Z.R.N. Motsa (Employer), Mr. J.J.M. Mabena (Labour), Mr. C.B. Botha (Labour), Mr. S.B. Mthethwa (Labour), Ms. N.M. Nxele (Employer), Mr. S.M. Mpuru (Professional Bodies), Ms. A.S. Khoza (Employer), Ms. M.R Rauleka (Labour), Mr. B.A Monedi (Labour), Ms. S.A. Anders (Labour)

CEO: Ms. G. Mkhize

Senior Accountant (4)	Rate per hour			
Sub-Total				
VAT				
Total				
Grand Total				

Any enquiries regarding bidding procedures may be directed to the –
(INSETA: bids@inseta.org.za)
Tel: 011 381 8900

Or for technical information –
(INSETA: bids@inseta.org.za)
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