

ANNEXURE A

JOB EVALUATION PRICING SCHEDULE

1. PRICING SCHEDULE

Bidders must provide firm pricing for all deliverables. Rates must be expressed per job (for evaluation and job description work) and per hour (for facilitation, presentations, and advisory services).

Note: Pricing Schedule and the Technical Proposal must be delivered separately. If the Pricing Schedule is including in the Technical Proposal, the bidder will be disqualified in participating in the tender process.

Note: For ad hoc services, the unit rate quoted will apply for the full five (5)-year contract period. The service provider must provide the annual escalation percentage for the pricing. No rate escalation will be permitted without prior written agreement from the DBSA.

PRICING SCHEDULE 1: PHASE 1 - JOB DESCRIPTION ALIGNMENT AND JOB EVALUATION

#No.	KEY DELIVERABLE AS PER SCOPE OF WORK	DESCRIPTION	EXPECTED OUTCOME/S	UNIT RATE per Job	NUMBER OF UNITS (500)	TOTAL
1.	Project management and planning	Oversight, coordination, and scheduling of all project activities. Inception, project plan, governance framework, progress reporting for full initial exercise.	Approved project plan and progress reports.	N/A	N/A	

#No.	KEY DELIVERABLE AS PER SCOPE OF WORK	DESCRIPTION	EXPECTED OUTCOME/S	UNIT RATE per Job	NUMBER OF UNITS (500)	TOTAL
2.	Job analysis and job description review	Review and validate alignment of job description minimum requirements across occupational levels and jobs.	Updated and validated job descriptions. A report			
		Review and refinement of job descriptions across occupational levels of an estimated 500 jobs	Updated and validated job descriptions			
3.	Job evaluation	Job evaluation using the applicable system and methodology across DBSA price of 500 jobs	Specific DBSA terminology and dictionary captured on the system Each unique job evaluated on the system A comprehensive job evaluation and grading outcomes report A grading hierarchy structure / report per job category			
TOTAL OF PROPOSED TIME-BASED FEES EXCLUDING VAT						
15% VAT						
TOTAL PROPOSED TIME-BASED FEES INCLUDING VAT						

PRICING SCHEDULE 2: PHASE 1 AND 2 - FACILITATION AND PRESENTATIONS

#No.	KEY DELIVERABLE AS PER SCOPE OF WORK	DESCRIPTION	EXPECTED OUTCOME/S	UNIT RATE (Per hour)	NUMBER OF UNITS	TOTAL RATE
1.	Facilitation and Presentations	Facilitation of job evaluation validation committee sessions and/or presenting to governance structures rate per hour	Validation session administration (records/minutes), presentations to governance structures, advisory services and updated job evaluation outcome reports		300 hours	
TOTAL OF PROPOSED TIME-BASED FEES EXCLUDING VAT						
15% VAT						
TOTAL PROPOSED TIME-BASED FEES INCLUDING VAT						

PRICING SCHEDULE 3: PHASE 2 - ADHOC REQUESTS

#No.	KEY DELIVERABLE AS PER SCOPE OF WORK	DESCRIPTION	EXPECTED OUTCOME/S	UNIT RATE	NUMBER OF UNITS	TOTAL RATE
1.	Ad-hoc job description writing for new / revised jobs	Write job descriptions for new or revised roles on request over 5 years	Final job description on the approved template	Per job	1	
2.	Ad-hoc job evaluation for new / revised jobs	Conduct job evaluation for new or revised roles on request over 5 years	Final job evaluation on the approved report template and system	Per job	1	
TOTAL OF PROPOSED TIME-BASED FEES EXCLUDING VAT						
15% VAT						
TOTAL PROPOSED TIME-BASED FEES INCLUDING VAT						