

Motivation for Deviating from Normal SCM Processes	
Business Unit	Internal Audit
Manager Name & Surname	Kwanele Mmango
Nature of Service or Products:	TeamMate + (Plus)
Name of Supplier	Wolters Kluwer
Amount budgeted	R716 606.27
Please put a check next to the applicable reason for deviating from three quotation system:	
Emergency cases: An emergency procurement may occur when there is a serious and unexpected situation that poses an immediate risk to health, life, property, or environment which call an institution to action and there is insufficient time to invite suppliers to submit three quotations. (Treasury Regulation 16A6.4)	
Sole Supplier: Sole source procurement may occur when there is evidence that only one supplier possesses the unique and singularly available capacity to meet the requirements of the institution. (Treasury Regulation 16A6.4).	x
Please include a short narrative on the reason for the motivation for single sourcing:	
The Internal Audit Department has been experiencing the following challenges on the TeamMate AM software: - Inability to receive IT Audit Files from the Co-Source Partner as the W&RSETA's TeamMate AM Software is outdated and it is not compatible with the TeamMate + (Plus) version of the Audit Management Software. - The TeamMate AM software has had challenges in the saving and completion of Timesheets; and - As a result of there being a new Version of TeamMate (TeamMate +); TeamMate AM is receiving less support from Wolters Kluwer as the TeamMate AM software is outdated and Wolters Kluwer will stop providing technical support to users from June 2026. The Internal Audit Department is requesting for approval for the migration from TeamMate AM to the TeamMate+ software.	

APPROVAL

	Compiled by:	Budget confirmation by BU Manager/Executive	Supported by SCM Manager	Recommended by CFO	Approved by CEO
Title	Internal Audit Manager	Chief Audit Executive:	Senior Manager: Supply Chain Management	Chief Financial Officer	Chief Executive Officer
Name	Kwanele Mmango	Masana Ngobeni	Reuben Khunou	L.NHLAPO	Tom Mkhwanazi
Signature			<i>Reuben Khunou (Mr)</i>		
Date	27 January 2025	27 January 2025	29/01/2025	30/01/2025	30/01/2025
Comment	None		NB: Note Below		



Wolters Kluwer Tax & Accounting Southern Africa (Pty) Limited
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Cape Town Cape Town
Western Cape Western Cape
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South Africa South Africa

21 September 2024

Masana Ngobeni
Chief Audit Executive
Wholesale & Retail SETA
Riverside Office Park | Hennops House
1303 Heuwel Avenue
Cnr. Lenchen South and Heuwel Avenue
Centurion

Dear Masana

TeamMate+ Migration Quote

The following is our quote for TeamMate Consulting to be performed by our southern African Business Partners PricewaterhouseCoopers.

Please Note:

Wolters Kluwer Audit, Risk & Compliance performs its southern African billing from its South African company (Wolters Kluwer Tax and Accounting Southern Africa (Pty) Ltd) in South African Rands (ZAR).

This Quote includes the following two pricing options:

- Pricing Option 1 – Migration to TeamMate+ Hosted by Wholesale & Retail SETA
- Pricing Option 2 – Migration to TeamMate+ Hosted in TeamCloud by Wolters Kluwer

TeamCloud Notes:

- Efficient, no support required from your IT team.
- Up to date, you'll get every release of TeamMate automatically without the need for In-House IT or Audit Resources.
- Application and Environment is managed for you by Wolters Kluwer TeamMate Experts.
- Cost Effective: No additional hardware / software requirements other than a browser.
- Peace of Mind: Data will be stored at one of WK's ISO27001 certified Microsoft Azure accredited data centres. SOC 2 reports available on request. All data is encrypted in transit as well as at rest.
- Stable: We guarantee the availability of TeamMate 24/7 with a 99.5% upside time.
- Clients can also align their Active directory with TeamMate for Single Sign On and configure multi factor authentication if required.
- 1GB of storage is included with each full user purchased. If additional storage is required, this will be charged at \$32 per annum per 1GB.

Please find below the costs for migrating to TeamMate+ either on premise or in TeamCloud hosted by Wolters Kluwer.



Pricing Option 1: TeamMate+ Migration – Hosted On-premise by Wholesale & Retail SETA

TeamMate+ Migration - On-premise	Year 1 2025	Year 2 Estimate 2026	Year 3 Estimate 2027	TOTAL
TeamMate Annual Renewal Fees - 7 Users	ZAR 32,117.49	ZAR 68,752.26	ZAR 74,939.96	ZAR 175,809.71
TeamMate AM Annual Maintenance Renewal Fees	ZAR 32,117.49	ZAR 0.00	ZAR 0.00	ZAR 32,117.49
TeamMate+ Essentials Subscription Renewal Fees (Including: TeamMate Analytics, Offline and Reporting API)	ZAR 0.00	ZAR 68,752.26	ZAR 74,939.96	ZAR 143,692.22
TeamMate+ Technical Services	ZAR 56,000.00	ZAR 61,040.00	ZAR 66,533.60	ZAR 183,573.60
2 Days TeamMate+ Installation Assistance	ZAR 118,112.00	ZAR 128,742.08	ZAR 140,328.87	ZAR 387,182.95
Less Discount	ZAR (62,112.00)	ZAR (67,702.08)	ZAR (73,795.27)	ZAR (203,609.35)
TeamMate+ Migration Services	ZAR 392,000.00			ZAR 392,000.00
1 Day TeamMate+ Migration Workshop	ZAR 59,056.00			ZAR 59,056.00
8 Days TeamMate+ Configuration	ZAR 472,448.00			ZAR 472,448.00
2 Days TeamMate+ Report Configuration	ZAR 118,112.00			ZAR 118,112.00
3 Days TeamMate AM Data Migration (Optional)	ZAR 177,168.00			ZAR 177,168.00
	ZAR 826,784.00			ZAR 826,784.00
Less Discount	ZAR (434,784.00)			ZAR (434,784.00)
TeamMate+ Training Services	ZAR 140,000.00			ZAR 140,000.00
1 Day TeamMate+ Champions Training Course	ZAR 59,056.00			ZAR 59,056.00
2½ Days TeamMate+ User Training Course	ZAR 295,280.00			ZAR 295,280.00
1½ Days TM Analytics User Training Course	ZAR 118,112.00			ZAR 118,112.00
	ZAR 472,448.00			ZAR 472,448.00
Less Discount	ZAR (332,448.00)			ZAR (332,448.00)
Sub-Total	ZAR 620,117.49	ZAR 129,792.26	ZAR 141,473.56	ZAR 891,383.31

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Pricing Option 1 Continues: TeamMate+ Migration – Hosted On-premise by Wholesale & Retail SETA

TeamMate+ Migration - On-premise	Year 1 2025	Year 2 Estimate 2026	Year 3 Estimate 2027	TOTAL
Sub-Total (carried over)	ZAR 620,117.49	ZAR 129,792.26	ZAR 141,473.56	ZAR 891,383.31
Estimated Subsistence and Travel Costs	ZAR 3,018.40	ZAR 658.01	ZAR 717.23	ZAR 4,393.64
Travel Costs (44km Return Trip @ R6.86/km)	ZAR 3,018.40	ZAR 658.01	ZAR 717.23	ZAR 4,393.64
Sub-total	ZAR 623,135.89	ZAR 130,450.27	ZAR 142,190.79	ZAR 895,776.95
15% VAT	ZAR 93,470.38	ZAR 19,567.54	ZAR 21,328.62	ZAR 134,366.54
Grand Total	ZAR 716,606.27	ZAR 150,017.81	ZAR 163,519.41	ZAR 1,030,143.50



Pricing Option 2: TeamMate+ Migration – Hosted in TeamCloud by Wolters Kluwer

TeamMate+ Migration - TeamCloud	Year 1 2025	Year 2 Estimate 2026	Year 3 Estimate 2027	TOTAL
TeamMate Annual Renewal Fees - 8 Users	ZAR 32,117.49	ZAR 68,752.26	ZAR 74,939.96	ZAR 175,809.71
TeamMate AM Annual Maintenance Renewal Fees	ZAR 32,117.49	ZAR 0.00	ZAR 0.00	ZAR 32,117.49
TeamMate+ Essentials Subscription Renewal Fees (Including: TeamMate Analytics, Offline and Reporting API)	ZAR 0.00	ZAR 68,752.26	ZAR 74,939.96	ZAR 143,692.22
TeamCloud Gold Hosting	ZAR 304,792.63	ZAR 196,622.35	ZAR 214,318.36	ZAR 715,733.34
Once-off Hosting set up fee	ZAR 124,405.16	ZAR 0.00	ZAR 0.00	ZAR 124,405.16
Annual: TeamCloud Hosting Fee (8 Users)	ZAR 180,387.47	ZAR 196,622.35	ZAR 214,318.36	ZAR 591,328.18
TeamMate+ Migration Services	ZAR 392,000.00			ZAR 392,000.00
1 Day TeamMate+ Migration Workshop	ZAR 59,056.00			ZAR 59,056.00
8 Days TeamMate+ Configuration	ZAR 472,448.00			ZAR 472,448.00
2 Days TeamMate+ Report Configuration	ZAR 118,112.00			ZAR 118,112.00
3 Days TeamMate AM Data Migration (Optional)	ZAR 177,168.00			ZAR 177,168.00
	ZAR 826,784.00			ZAR 826,784.00
Less Discount	ZAR (434,784.00)			ZAR (434,784.00)
TeamMate+ Training Services	ZAR 140,000.00			ZAR 140,000.00
1 Days TeamMate+ Champions Training Course	ZAR 59,056.00			ZAR 59,056.00
2½ Days TeamMate+ User Training Course	ZAR 295,280.00			ZAR 295,280.00
1½ Days TM Analytics User Training Course	ZAR 118,112.00			ZAR 118,112.00
	ZAR 472,448.00			ZAR 472,448.00
Less Discount	ZAR (332,448.00)			ZAR (332,448.00)
Sub-Total	ZAR 868,910.12	ZAR 265,374.60	ZAR 289,258.32	ZAR 1,423,543.04

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Pricing Option 2 Continues: TeamMate+ Migration – Hosted in TeamCloud by Wolters Kluwer

TeamMate+ Migration - TeamCloud	Year 1 2025	Year 2 Estimate 2026	Year 3 Estimate 2027	TOTAL
Sub-Total (carried over)	ZAR 868,910.12	ZAR 265,374.60	ZAR 289,258.32	ZAR 1,423,543.04
Estimated Subsistence and Travel Costs	ZAR 3,018.40			ZAR 3,018.40
Travel Costs (44km Return Trip @ R6.86/km)	ZAR 3,018.40			ZAR 3,018.40
Sub-total	ZAR 871,928.52	ZAR 265,374.60	ZAR 289,258.32	ZAR 1,426,561.44
15% VAT	ZAR 130,789.28	ZAR 39,806.19	ZAR 43,388.75	ZAR 213,984.22
Grand Total	ZAR 1,002,717.80	ZAR 305,180.79	ZAR 332,647.07	ZAR 1,640,545.66



Training:

The training prices included above are per course. We prefer to run training at your premises and can accommodate up to 15 participants per course, limited to the number of TeamMate licenses that your Organisation holds.

Additional days of implementation assistance are charged at a rate of ZAR 28,000.00 per day (excl VAT and S&T), the need for which will be discussed and agreed with you before the commencement of any additional potential implementation work.

Quotation terms to note:

Implementation lead time:

We currently have a lead time of 5 months due to existing client commitments and are taking bookings from January 2025 onwards, with actual dates only confirmed on receipt of Purchase Order and signed TeamMate Order Forms.

Estimated annual increases:

An estimated increase of 9% has been incorporated in the costs quoted for year 2 and year 3. This is based on historic trends and expected increases. Pricing schedules are derived USD, therefore, estimated ZAR costs quoted for year 2 and 3 might be subject movement in foreign exchange rates.

Validity of Quote:

This quote is valid for a period of 60 days from the date of issue (see above).

Purchase Orders:

Should this quotation be acceptable to you, please

1. Raise a Wholesale & Retail SETA Purchase Order for this work
2. Complete and sign the TeamMate Order form sent with this quote (please ensure that you initial Page 1 and sign Page 2)
3. Send both the Wholesale & Retail SETA Purchase Order and TeamMate Order Form to Susan Pretorius via fax: +27 11 209 5865 or e-mail: susan.pretorius@pwc.com.

Important: Please specify the supplier on your purchase order as:
"Wolters Kluwer Tax & Accounting Southern Africa (Proprietary) Limited"

Further Information:

Should you have any further questions, please do not hesitate to contact Susan Pretorius on +27 11 797 5865 or +27 82 414 7015 or at susan.pretorius@pwc.com. Please also visit the TeamMate web-site at: <http://www.teammatesolutions.com/>.

Yours sincerely

Frans Klaassen
Director - Wolters Kluwer Tax & Accounting Southern Africa (Proprietary) Limited