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**Council for Geoscience**

**DESCRIPTION: DESCRIPTION: APPOINTMENT OF A SERVICE PROVIDER FOR PROVISION OF ICT SERVICE DESK SOLUTION WITH ASSET MANAGEMENT MODULE INCLUDING SUPPORT AND MAINTENANCE FOR A PERIOD OF THIRTY-SIX (36) MONTHS.**

**NAME OF THE BIDDER :**

**CLOSING DATE:** 24 MARCH 2025

**CLOSING TIME:**11H00 AM

**PRICING SCHEDULE**

**A. ICT SERVICE DESK SOLUTION**

| Ref                           | Description                                                                      | Qty              | Unit Cost (ZAR) |        |        | Price (ZAR) VAT Inc |
|-------------------------------|----------------------------------------------------------------------------------|------------------|-----------------|--------|--------|---------------------|
|                               |                                                                                  |                  | Year 1          | Year 2 | Year 3 |                     |
| 1                             | Service desk Subscription Licenses for 15 administrators assisting 500 end users | 15               |                 |        |        |                     |
| 2                             | Asset Management licenses                                                        | Unlimited assets |                 |        |        |                     |
| <b>Subtotal VAT Inclusive</b> |                                                                                  |                  |                 |        |        | <b>R</b>            |

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**B. IMPLEMENTATION SERVICES (ONCE OFF)**

| Ref                           | Description                | Quantity | Unit Cost (ZAR) | Price (ZAR) VAT Inc |
|-------------------------------|----------------------------|----------|-----------------|---------------------|
| 1                             | Implementation             | 1        |                 |                     |
| 2                             | Training of administrators | 15       |                 |                     |
| <b>Subtotal VAT inclusive</b> |                            |          |                 | <b>R</b>            |

**C. MAINTENANCE AND SUPPORT SERVICES ON A RETAINER BASIS FOR A PERIOD OF THIRTY-SIX MONTHS**

| Ref                            | Description                                    | Qty | Unit Cost (ZAR) VAT INC |        |        | Price (ZAR) VAT INC |
|--------------------------------|------------------------------------------------|-----|-------------------------|--------|--------|---------------------|
|                                |                                                |     | Year 1                  | Year 2 | Year 3 |                     |
| 1                              | Maintenance and support services for 36 months | 36  |                         |        |        |                     |
| <b>Sub Total VAT inclusive</b> |                                                |     |                         |        |        | <b>R</b>            |

**F. TOTAL PRICING SUMMARY**

| Ref | Description                                    | Price (ZAR) VAT INC |
|-----|------------------------------------------------|---------------------|
| 1   | Subscription Licenses                          |                     |
| 2   | Implementation                                 |                     |
| 3   | Training                                       |                     |
| 4   | Maintenance and Support services a on retainer |                     |
|     | <b>TOTAL VAT INC</b>                           | <b>R</b>            |

All pricing to be quoted in South Africa Rands. Where your product is influenced by foreign currency fluctuations, kindly stipulate the exchange rate used. Note that any foreign exchange risk remains that of the supplier. Any exchange control approval remains the responsibility of the supplier. All fees and expenses are inclusive of any export and import tax.

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Cost of implementation must include disbursements and expenses (all-inclusive but marked as such)

All pricing quoted must be inclusive of VAT. In an event that non-VAT vendor intentionally or erroneously quoted prices inclusive of VAT, the CGS shall consider total price exclusive of VAT in consultation with the affected service provider(s)

Pricing details shall remain valid for the contract period.

Bidders must quote based on a fixed-price-fixed-scope approach. No variations to the contract price will be allowed once the fee has been approved.

**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 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

.....  
Position

.....  
Date

.....  
Name of bidder