

SASSA Eastern Cape - Guarding and Security Bid
ANNEXURE -A-

Company Name:	
CSD Number	
SASSA Bid Number:	SASSA: 13/24/FM/EC

Indicate & Populate targeted Cluster or Clusters			Mark with
Cluster	Office		X
Cluster 1	Regional Office		X
	Records Management Centre (RMC)		
	Amathole District		
Cluster 2	Alfred Nzo District		X
	OR Tambo District		
Cluster 3	Chris Hani District		X
	Joe Gqabi District		
Cluster 4	Nelson Mandela Metro District		X
	Sarah Baartman District		

Closing Date:	06 February 2025
Closing Time:	11:00

Cluster 1
2024 SASSA Security Bid ANNEXURE - A -

OFFICES / SITES		Monday to Friday					Weekends / Public Holidays					TOTAL In Rands							
		No of Guards		Labour Rate		Amount (in Rands)		Guards		Labour Rate			Amount (in Rands)						
		Day	Night	Day	Night	(8) = (2 x 4)	(9)	Day	Night	(10) = (8 x 4)	(11)		Day	Night	(14) = (8 x 12)				
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21	Regional Office	(1)													(15) = (6+7+13+14)				
	Regional Office	6	4																
	Records Management Centre	2																	
	Sub-total	8	4																
	Amathole District / EL Local Office	4	2																
	Duncan Village Local Office	2																	
	Mdantsane 1 Local Office	2	1																
	Mdantsane 2 Local Office	2	1																
	Qonce Local Office	2	2																
	Zwelitshe Local Office	1	1																
	Stutterheim (Cunakala) Local Office	2	2																
	Peddie (Ngqushwa) Local Office	2	1																
	Idutywa Local Office	2	2																
	Willowdale (Galyana) Local Office	2	1																
	Centane Local Office	2	1																
	Butterworth (Gauwa) Local Office	2	1																
	Ngqamakhwe Local Office	1	1																
	Fort Beaufort (Bhabio) Local Office	2	1																
	Alice (Dikeni) Local Office	2	1																
	Ellidale (Xhona) Local Office	2	1																
	Middelbush (Xesi) Local Office	2	1																
	Aceldale (Knobongaba) Local Office	1	1																
	Keiskammahoek (Qobo-qobo) Local Office	1	1																
	Sub-total	36	22																
	GRAND TOTAL	44	26																
	Total Number of Guards	70																	

Cluster 1
ANNEXURE - A - SUMMARY

Name of Office		Monday to Friday						Weekends & Public Holidays				Direct Costs GRAND TOTAL	
		Number of Guards		Amounts (In Rands)		Direct Costs TOTAL		Number of Guards		Amounts (In Rands)			Direct Costs TOTAL
				Day	Night					Day	Night		
1	Regional Office and Records Management Centre	8	4	-	-	-	-	4	4	-	-	-	
2	Amathole District	36	22	-	-	-	-	22	22	-	-	-	
TOTAL Labour Costs per Month (VAT Incl)		44	26	-	-	-	-	26	26	-	-	-	
TOTAL NUMBER OF GUARDS		70											

Item Description	Labour Rate Area 1 and 2				Labour Rate Area 3				Amounts In Rands		
	Monday to Friday		Weekends & Public Holidays		Weekends & Public Holidays				Bid Amount Per Month	Bid Amount 36 Months	
	Day	Night	Day	Night	Monday to Friday	Day	Night				
	Day	Night	Day	Night	Day	Night	Day	Night			
									VAT Excl		
Unit Price per Guard									Total Overheads		
Total Labour Costs											
Total Overheads											
Sub-Total excl VAT											
VAT									15.0%		
Total Bidders Bid Price per Bid Document									VAT Incl		

Cluster 2
2024 SASSA Security Bid ANNEXURE - A -

OFFICES / SITES		Monday to Friday						Weekends / Public Holidays						TOTAL In Rands	
		No of Guards		Labour Rate		Amount (in Rands)		Guards		Labour Rate		Amount (in Rands)			
		Day	Night	Day	Night	Day	Night	Day	Night	Day	Night	Day	Night		
	(1)	(2)	(3)	(4)	(5)	(6) = (2 x 4)	(7) = (3 x 5)	(8)	(9)	(10) = (8 x 9)	(11)	(12)	(13) = (8 x 11)	(14) = (8 x 12)	(15) = (8 x 7 x 11)
1	Alfred Nzo District	Mt Ayitfi District / Local Office	3	2		-	-	2	2	4			-	-	-
2		Bizana Local Office	2	2		-	-						-	-	-
3		Ntshabangu Local Office	2	2		-	-						-	-	-
4		Maitlale Local Office	2	2		-	-						-	-	-
5		Mt Fere Local Office	2	2		-	-						-	-	-
		Sub-total	11	10		-	-		10	20			-	-	-
6	OR Tambo District	OR Tambo District Office	2	2		-	-		2	4			-	-	-
7		King Sabata Dalindyebo Local Office	3			-	-			0			-	-	-
8		Flagstaff Local Office	2	2		-	-		2	4			-	-	-
9		Libode Local Office	2	2		-	-		2	4			-	-	-
10		Lusikisiki Local Office	2	2		-	-		2	4			-	-	-
11		Mqanduli Local Office	2	2		-	-		2	4			-	-	-
12		Port St Johns Local Office	2	2		-	-		2	4			-	-	-
13		Qumbu Local Office	2	2		-	-		2	4			-	-	-
14		Tsolo Local Office	2	2		-	-		2	4			-	-	-
15		Ngqeleni Local Office	2	1		-	-		2	4			-	-	-
		Total - OR Tambo District	21	17		-	-	17	17	34			-	-	-
		GRAND TOTAL	32	27		-	-		27	54			-	-	-
		TOTAL NUMBER OF GUARDS 59													

Cluster 4
ANNEXURE - A - SUMMARY

Name of Office	Monday to Friday						Weekends & Public Holidays						Direct Costs GRAND TOTAL
	Number of Guards		Amounts (in Rands)		Direct Costs TOTAL	Number of Guards		Amounts (in Rands)		Direct Costs TOTAL			
			Day	Night				Day	Night				
	1	Alfred Nzo District	11	10	-	-	10	10	-	-	-		
2	OR Tambo District	21	17	-	-	17	17	-	-	-			
TOTAL Labour Costs per Month (VAT Incl)		32	27	-	-	27	27	-	-	-			
TOTAL Number of Guards		59								-			

Item Description	Labour Rate Area 1 and 2				Labour Rate Area 3				Amounts in Rands	
	Monday to Friday		Weekends & Public Holidays						Bid Amount Per Month	Bid Amount 36 Months
	Day	Night	Day	Night	Day	Night	Day	Night		
Unit Price per Guard										
Total Labour Costs										
Total Overheads										
Sub-Total excl VAT										
VAT									15.0%	
Total Bidders Bid Price per Bid Document										

Cluster 3
2024 SASSA Security Bid ANNEXURE - A -

OFFICES / SITES		Monday to Friday						Weekends / Public Holidays						TOTAL In Rands	
		No of Guards		Labour Rate		Amount (In Rands)		Guards		Labour Rate		Amount (In Rands)			
		Day	Night	Day	Night	Day	Night	Day	Night	Total	Day	Night	Day		Night
(1)		(2)	(3)	(4)	(5)	(6) = (2 x 4)	(7) = (3 x 5)	(8)	(9)	(10) = (8 x 9)	(11)	(12)	(13) = (8 x 11)	(14) = (9 x 12)	(15) = (9 x 7 + 13 x 14)
1	Chris Hani District / Local Office	5	2			-	-	2	2	4			-	-	-
2	Elliot Local Office	1	1			-	-	1	1	2			-	-	-
3	Cala Local Office	1	1			-	-	1	1	2			-	-	-
4	Indwe Local Office	1	1			-	-	1	1	2			-	-	-
5	Cradock Local Office	2	2			-	-	2	2	4			-	-	-
6	Lady Frere Local Office	2	2			-	-	2	2	4			-	-	-
7	Middelburg Local Office	2	1			-	-	1	1	2			-	-	-
8	Colimvaba Local Office	2	2			-	-	2	2	4			-	-	-
9	Ngcobu Local Office	2	2			-	-	2	2	4			-	-	-
10	Whitehouse (Sade) Local Office	1	1			-	-	1	1	2			-	-	-
11	Tsomo Local Office	2	1			-	-	1	1	2			-	-	-
	Sub-total	21	16			-	-	16	16	32			-	-	-
12	Joe Gqabi District / Local Office	4	2			-	-	2	2	4			-	-	-
13	Maclear (Ngqanqaru) Local Office	2	1			-	-	1	1	2			-	-	-
14	Burgersdorp Local Office	1	1			-	-	1	1	2			-	-	-
15	Sterkspruit Local Office	2	2			-	-	2	2	4			-	-	-
16	Mt Fletcher Local Office	2	2			-	-	2	2	4			-	-	-
	Sub-total	11	8			-	-	8	8	16			-	-	-
GRAND TOTAL		32	24			-	-	24	24	48			-	-	-
TOTAL NUMBER OF GUARDS		56													

Cluster 3
ANNEXURE - A - SUMMARY

Name of Office		Monday to Friday						Weekends & Public Holidays						Direct Costs GRAND TOTAL
		Number of Guards		Amounts (in Rands)		Direct Costs TOTAL	Number of Guards		Amounts (in Rands)		Direct Costs TOTAL			
		Day	Night	Day	Night	Day	Night	Day	Night	Day	Night			
1	Chris Hani District	21	16	-	-	-	16	16	-	-	-	-		
2	Joe Gqabi District	11	8	-	-	-	8	8	-	-	-	-		
TOTAL Labour Costs per Month (VAT incl)		32	24	-	-	-	24	24	-	-	-	-		
TOTAL NUMBER OF GUARDS		56										-		

Item Description	Labour Rate Area 1 and 2				Labour Rate Area 3				Amounts in Rands	
	Monday to Friday		Weekends & Public Holidays		Weekends & Public Holidays				Bid Amount Per Month	Bid Amount 36 Months
	Day	Night	Day	Night	Monday to Friday	Day	Night			
	Day	Night	Day	Night	Day	Night	Day	Night	VAT Excl	
	Total Overheads									
Unit Price per Guard										
Total Labour Costs										
Total Overheads										
Sub-Total excl VAT										
VAT									15.0%	VAT Incl
Total Bidders Bid Price per Bid Document										

Cluster 4
2024 SASSA Security Bid ANNEXURE - A -

OFFICES / SITES		Monday to Friday						Weekends / Public Holidays						TOTAL In Rands (19)= (9+2+13+14)
		No of Guards		Labour Rate		Amount (in Rands)		Guards		Labour Rate		Amount (in Rands)		
		Day	Night	Day	Night	Day	Night	Day	Night	Day	Night	Day	Night	
(1)	(2)	(3)	(4)	(5)	(6)	(7) = (3 x 5)	(8) = (2 x 4)	(9) = (3 x 5)	(10) = (8 x 9)	(11)	(12)	(13) = (8x1)	(14) = (8x12)	
1						-	-	-	0			-	-	
2	Bethesda Local Office	2				-	-	-	0			-	-	
3	Nelson Mandela Metro District	2	2			-	-	-	4	2	2	-	-	
4	Uitenhage (Kariega) Local Office	2	1			-	-	-	2	1	1	-	-	
5	Motherwell Local Office	2	2			-	-	-	4	2	2	-	-	
6	Zwide Local Office	2	2			-	-	-	4	2	2	-	-	
7	Walmer Local Office	2	2			-	-	-	4	2	2	-	-	
	Ilthayi Local Office	2	2			-	-	-	4	2	2	-	-	
	Total - Nelson Mandela Metro District	12	9			-	-	-	18	9	9	-	-	
8	Sarah B District Office	2	1			-	-	-	2	1	1	-	-	
9	Humanstorp Local Office	2	2			-	-	-	4	2	2	-	-	
10	Graaf Reinet Local Office	2	2			-	-	-	4	2	2	-	-	
11	Willowmore Local Office	2	1			-	-	-	2	1	1	-	-	
12	Sarah Baartman District	2	2			-	-	-	4	2	2	-	-	
13	Grahamstown (Makhanda) Local Office	2	2			-	-	-	4	2	2	-	-	
14	Kirkwood Local Office	1	1			-	-	-	2	1	1	-	-	
15	Somerset East (KwaNqophi) Local Office	1	1			-	-	-	2	1	1	-	-	
16	Port Alfred Local Office	1	1			-	-	-	2	1	1	-	-	
	Kareedouw Local Office	1	1			-	-	-	2	1	1	-	-	
	Total - Sarah Baartman District	15	13			-	-	-	26	13	13	-	-	
	GRAND TOTAL	27	22			-	-	-	44	22	22	-	-	
	Total Number of Guards	49												

Cluster 2
ANNEXURE - A - SUMMARY

Name of Office	Monday to Friday						Weekends & Public Holidays						Direct Costs GRAND TOTAL
	Number of Guards		Amounts (In Rands)		Direct Costs TOTAL		Number of Guards		Amounts (In Rands)		Direct Costs TOTAL		
	Day	Night	Day	Night	Day	Night	Day	Night					
1 Mandela Metro District	12	9	-	-	-	-	9	9	-	-	-	-	
2 Sarah Baartman District	15	13	-	-	-	-	13	13	-	-	-	-	
TOTAL Labour Costs per Month (VAT Incl)	27	22	-	-	-	-	22	22	-	-	-	-	
TOTAL NUMBER OF GUARDS	49												-

Item Description	Labour Rate Area 1 and 2				Labour Rate Area 3				Amounts In Rands	
	Monday to Friday		Weekends & Public Holidays		Weekends & Public Holidays				Bid Amount Per Month	Bid Amount 36 Months
	Day	Night	Day	Night	Monday to Friday		Day	Night		
	Day	Night	Day	Night	Day	Night	VAT Excl		Total Overheads	
										15.0%
Unit Price per Guard										
Total Labour Costs										
Total Overheads										
Sub-Total excl VAT										
VAT										
Total Bidders Bid Price per Bid Document										

Total Cluster/s Bidding For ANNEXURE - A - SUMMARY														
Cluster	Name of Office	Monday to Friday						Weekends & Public Holidays						Direct Costs GRAND TOTAL
		Number of Guards			Amounts (in Rands)			Number of Guards			Amounts (in Rands)			
		Day		Night	Day		Night	Day		Night	Day		Night	
		8	36	4	11	21	4	10	17	4	22	10	17	
1	Regional Office and Records Management Centre Amathole District													
2	Alfred Nzo District OR Tambo District													
3	Chris Hani District Joe Gqabi District													
4	Mandela Metro District Sarah Baartman District													
TOTAL Labour Costs per Month (VAT incl)		135	13	99				99	13	99				
TOTAL NUMBER OF GUARDS		234												