



## **Annexure A\_PRICING STRUCTURE**

### **APPOINTMENT OF AN INDEPENDENT PROFESSIONAL SERVICE PROVIDER TO REVIEW THE DBSA DELEGATION OF AUTHORITY FRAMEWORK AND MASTER DELEGATION MATRIX**

---

**RFP094/2026**

---

**2026**

---

**Bidding Company Name :** \_\_\_\_\_

“Bidders must quote on the following:”

The total project costs are broken down as follows:

<b>Stage</b>	<b>Key Deliverable As Per Scope Of Work</b>	<b>Expert Description</b>	<b>Expected Outcome(s)</b>	<b>Total Rate</b>
1.	Consultation Plan	Briefing and planning meetings with the Company Secretary and identified stakeholders. Development of a detailed project execution plan, including timelines, governance alignment, risk management and engagement roadmap.	Approved Project Execution Plan and Stakeholder Engagement Plan	

2.	<b>Document Review and Benchmarking Report</b>	Detailed analysis of existing DoA Framework, Master Delegation Matrix, governance charters and related documents. Benchmarking against DFIs, SOEs, regulatory standards and governance best practices.	Analysis & benchmarking report	
3	<b>Gap Analysis and Assessment Report</b>	Identification of gaps, overlaps, ambiguities, inefficiencies, and risk exposures. Integration of insights from Management Committees Review and Target Operating Model (TOM) Assessment.	Structured Gap Analysis Report with risk-informed findings	
4	<b>Recommendations Report</b>	Development of actionable, evidence-based recommendations to enhance clarity, accountability, decision rights and operational efficiency.	Actionable Recommendations and Decision Architecture Proposals	
5	<b>Draft Revised DoA Framework and Master Delegation Matrix</b>	Development of comprehensive draft incorporating all recommended enhancements, including clear delegation thresholds, approval authorities, escalation pathways, and accountability mapping. Submission for governance review.	Draft Revised Framework and Matrix for Committee Review	
6	<b>Final Revised DoA Framework and Master Delegation Matrix</b>	Incorporation of structured feedback from governance committees. Finalisation of framework and matrix. Development of Implementation and Transition Guide.	Final Approved Framework, Matrix, and Implementation Guide	

7	Presentation to Governance Committees & Socialisation	to &	Formal presentation of findings and revised framework to Executive Committee and Board. Facilitation of discussions and structured socialisation sessions to ensure understanding and buy-in.	Governance-Endorsed Framework and Institutional Alignment	
<b>VAT</b>					
<b>Total proposed fees including VAT</b>					

The fee quoted should be a fixed maximum fee required to perform all scope of work, i.e., inclusive of all costs from conception to delivery including Value Added Tax (VAT).

**N. B.: PLEASE NOTE THAT THE PRICING MUST BE SUBMITTED IN A SEPARATE SEALED ENVELOPE, WHICH MUST CONTAIN THE NAME OF THE BIDDER AND RFP NUMBER WITH THE DESCRIPTION**

**14. DISCLAIMER**

The Bank reserves the right to determine the structure of the process, the number of short-listed participants, the right to withdraw from the proposal process, the right to change this timetable at any time without notice and reserves the right to withdraw this tender at any time, without prior notice and without liability to compensate and/or reimburse any party.

- a. All prices quoted in the financial proposal must include VAT.
- b. The company seal/stamp must be fixed on the technical proposal and the financial proposal.
- c. RFPs submitted after the closing date and time will be disqualified. A service provider/vendor is not allowed to submit more than one proposal