

PRICING SCHEDULE
(Professional Services)

NAME OF BIDDER:	BID NO.: Tender – INS/2024/25/011
CLOSING TIME: 11:00	CLOSING DATE: 5 February 2025

OFFER TO BE VALID FOR **120** DAYS FROM THE CLOSING DATE OF BID.

BID DESCRIPTION: APPOINTMENT OF AN ACCOUNTING FIRM TO PROVIDE WITH 4 RESOURCES TO SUPPORT THE INSETA WITH THE REVIEW OF STANDARD OPERATING PROCEDURES, INTERNAL CONTROLS, COMPLIANCE AND QUALITY REVIEW OF THE ANNUAL/INTERIM FINANCIAL STATEMENTS AND ASSIST WITH THE COMPILATION OF AUDIT WORKING FILE, AMONGST OTHERS.

Bidders must complete the pricing template listed below. Annexure A – SBD3.3 - Pricing Schedule / Proposal – All prices MUST include VAT.

1. The accompanying information must be used for the formulation of proposals.
2. Pricing schedule should be submitted in 3 separate sealed envelopes attached to SBD 3.3.
3. Pricing should not be reflected in any other part of the proposal or cover thereof.
4. Pricing schedule must include rates per hour for each resource ((inclusive of all claims and disbursements).
5. Rates accepted must remain fixed for a period 36 months and no additional costs will be admitted later.
6. Price escalations per annum must be kept at a **5.5%** increase.
7. **List of items to be quoted are as follows:**

Table 1: Costing (inclusive of all claims and disbursements)

Item Description	UoM	Year 1	Year 2	Year 3
Project Leader	Rate per hour			
X2 Senior Accountants	Rate per hour			
	Rate per hour			
X2 Senior Accountant (performance information related scope)	Rate per hour			
	Rate per hour			
Sub-total				
Vat				



SBD 3.3

Total			
Grand Total			

Any enquiries regarding bidding procedures may be directed to the –
(INSETA: bids@inseta.org.za)
Tel: 011 381 8900

Or for technical information –
(INSETA: bids@inseta.org.za)
Tel: 011 381 8900

