

PRICING SCHEDULE
(Professional Services)

NAME OF BIDDER:	BID NO.: Tender – INS/2024/25/013
CLOSING TIME: 11:00	CLOSING DATE: 12 MARCH 2025

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

BID DESCRIPTION: APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY AND MAINTAIN A GOVERNANCE, RISK AND COMPLIANCE (GRC) SYSTEM FOR INSETA FOR A PERIOD OF FIVE (5) YEARS.

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	Quantity/ UoM	Unit Price	Year 1	Year 2	Year 3	Year 4	Year 5
Solution setup & Deployment	Once-off						
On boarding Training	22 users Once off						
Super user (IT) training	3 users Once off						
Software Licences	Yearly						
Hosting (Back-up and disaster recovery)	Monthly						



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Maintenance & Support (24/7 – at no additional costs during contract execution) including enhancements.	Monthly						
Sub-total							
VAT							
Grand total for 5 years			R				

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

