

PRICING SCHEDULE
(Professional Services)

NAME OF BIDDER:	BID NO.: NDoH-36(2023/2024)
CLOSING TIME 11:00	CLOSING DATE: 26 SEPTEMBER 2023

OFFER TO BE VALID FOR **180** DAYS FROM THE CLOSING DATE OF BID.

ITEM NO	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
	1. The accompanying information must be used for the formulation of proposals.	
	2. PERSONS WHO WILL BE INVOLVED IN THE PROJECT AND RATES APPLICABLE (CERTIFIED INVOICES MUST BE RENDERED IN TERMS HEREOF)	
	3. KEY PERSONNEL	HOURLY RATE
	Communication strategist	R-----
	Creative Specialist	R-----
	Senior Writer	R-----
	Editor	R-----
	Senior Copy Editor	R-----
	Senior Social Media Specialist	R-----
	Senior Graphic Designer	R-----
	Content Development Specialist	R-----
	Media Buying Specialist	R-----
	Media Monitoring Specialist	R-----
	Digital marketing Specialist	R-----
	Videography	R-----

NB: THE LEAD KEY RESOUSES MENTIONED IN THE TERMS OF REFERENCE/ EVALUATION CRITERIA PLEASE ATTACH SIGNED CVs AND THEIR EDUCATIONAL QUALIFICATIONS.

DESCRIPTION	PERCENTAGE MANAGEMENT FEE
MANAGEMENT OF STRATEGIC COMMUNICATION FOR PUBLIC HEALTH POLICY ISSUES AND PRIORITIES INCLUDING NATIONAL HEALTH INSURANCE	

The management fee will only be applicable to services that are rendered by third party providers at the instruction of the department to the successful bidder.

Travel expenses (specify, for example rate/km and total km, class of air travel, etc). Only actual costs are recoverable.
Proof of the expenses incurred must accompany certified invoices.
The National Department of Transport fuel rates will be used to determine rates for kilometers travelled.

Name of Bidder:

Other expenses, for example accommodation (specify, e.g. Three-star hotel, bed and breakfast, telephone cost, reproduction cost, etc.). On basis of these particulars, certified invoices will be checked for correctness. Proof of the expenses must accompany invoices. Government approved rates will be applied in determining the appropriate rate. Bearing in mind of the cost containment measures put in place.

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance contributions and skills development levies.

- 3. Period required for commencement with project after acceptance of bid
- 5. Estimated man-days for completion of project
- 6. Are the rates quoted firm for the full period of contract? *YES/NO
- 7. If not firm for the full period, provide details of the basis on which adjustments will be applied for, for example consumer price index.
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*[DELETE IF NOT APPLICABLE]

Any enquiries regarding bidding procedures may be directed to the –

**NATIONAL DEPARTMENT OF HEALTH
1112 VOORTREKKER ROAD
THABA TSHWANE
PRETORIA**

EMAIL ADDRESS FOR ENQUIRIES: tenders@health.gov.za