

## **Annexure A**

### **Fees and Assumptions**

### **FORM OF OFFER AND ACCEPTANCE (AGREEMENT)**

#### **FORM OF OFFER**

#### **THE CONSULTANT IS TO COMPLETE AND SIGN THE FORM OF OFFER**

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract in respect of the following services:

**RFP065/2023: CONSULTING SERVICES FOR THE PLANNING, DESIGN AND QUANTIFICATION OF BULK INFRASTRUCTURE AND LAND ACQUISITION FOR THE REDEVELOPMENT OF SIX PORTS OF ENTRY PROJECT.**

The Tenderer, identified in the Offer signature block below, has examined the documents listed in the Tender Data and addenda thereto as listed in the Tender Schedules, and by submitting this Offer has accepted the Conditions of Tender.

By the representative of the Tenderer, deemed to be duly authorised, signing this part of this Form of Offer and Acceptance, the Tenderer offers to perform all of the obligations and liabilities of the consultant under the Contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the Conditions of Contract identified in the Contract Data.

#### **THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF ALL TAXES IS**

.....

.....	(in words);	ZAR	.....	(in figures),
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This offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document to the Tenderer before the end of the

period of validity stated in the Tender Data, whereupon the Tenderer becomes the party named as the consultant in the Conditions of Contract identified in the Contract Data.

**Signature(s)**

\_\_\_\_\_

**Name(s)**

\_\_\_\_\_

**Capacity**

\_\_\_\_\_

**For the  
Tenderer**

\_\_\_\_\_  
(Name and address of organisation)

**Name and  
signature of  
witness**

\_\_\_\_\_

**Date**

\_\_\_\_\_

## 1. MANAGEMENT AND REMUNERATION

### 1.1 Management

The Project Steering Committee (PSC) appointed will be responsible for the day-to-day management of the service provider work. The service provider will report to the PSC consisting of various public sector institutions and may from time to time be required to present and submit progress reports within stipulated timeframes. Successful bidders will be expected to confirm professional indemnity cover for the active duration of the instruction/s, once appointed.

### 1.2 Remuneration

Remuneration of the consultant will be in South African Rand, on a fixed price, on completion and approval of the deliverables by the PSC of the tasks as priced in the table above. Prospective bidders are required to complete the table below to indicate the price offer to comply with the terms and scope of this assignment. The table below should be used to present the summary of the total costs.

### 1.3 Price

**Table 3: Pricing schedule**

<b>Deliverable</b>	<b>Description</b>	<b>%</b>	<b>Total Excl. VAT</b>
Deliverable 1	Project inception report (i.e., comprising approach and methodology to deliver on scope of work, together with work plan of both bulk infrastructure and land acquisition process)	10%	R
<b>Bulk infrastructure: Identification and quantification of bulk infrastructure and engineering services</b>			
Deliverable 2	Identification and detailed description of required bulk infrastructure at each POE	10%	R
Deliverable 3	Concept designs (i.e., following engagements with relevant municipalities)	15%	R
Deliverable 4	Preliminary reports and designs, including costing of the bulk infrastructure	20%	R
<b>Land acquisition</b>			
Deliverable 5	Confirm land parcels for developments and determine associated the costs	5%	R
Deliverable 6	Conclude negotiations with land owners and develop documentation required to support land acquisition process	15%	R
Deliverable 7	Complete land acquisition process	15%	R

<b>Deliverable</b>	<b>Description</b>	<b>%</b>	<b>Total Excl. VAT</b>
Deliverable 8	Project close-out report (i.e., both bulk infrastructure and land acquisition process)	10%	R
	<b>Total cost excl. VAT</b>		<b>R</b>
	<b>VAT @ 15%</b>		<b>R</b>
	<b>TOTAL COST (Incl. VAT)</b>		<b>R</b>

## 1.4 Disbursements

Each bidder should provide for a disbursement allowance not exceeding 10% of the total costs of the project. Note that the allowance for disbursements will not be considered in determining the bidder's final price during the price evaluation. The following should be a guide in calculating and claiming of disbursements included in the disbursement allowance:

- Local (SADC) air travel should be economy class
- International trips more than 8 hours may be business class or as approved by the PSC
- Hotels should be up to a 4 star up to maximum of R1 440 per night
- Car hire should be a group B category
- Use of own car the costs should be capped at R3,70 per kilometre
- Approved disbursements will be reimbursed at cost, no margin or fee will be invoiced by the service provider to administer disbursements or payment to sub-contractors.