



PRINCE ALBERT MUNICIPALITY
PRINS ALBERT MUNISIPALITEIT
Supply Chain Management Division /
Voorsieningskettingbestuureenheid

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TENDER ADDENDUM NR. 1

BID NUMBER	PROJECT NAME	ADVERT DATE	COMPULSORY BRIEFING DATE	PLATFORM FOR ADVERT
202/2022	FACILITATION OF THIRD-PARTY PAYMENTS FOR A CONTRACT PERIOD OF THREE (3) YEARS, FOR THE PRINCE ALBERT MUNICIPALITY.	03-11-2022	None	Die Burger Newspaper, Municipal Website, ETender

AMENDMENT OF PRICING INSTRUCTIONS

Notice is hereby given that the pricing instructions for Tender 202/2022 has been revised, due to an error made on the original schedule. An amended pricing schedule has been included in this addendum ("Annexure A"). Bidders must ensure that a copy of this addendum and revised pricing schedule is included in the tender document.

For any further assistance please contact Ms. Christa Baadjies at 023 541 1748 or per email (scm@pamun.gov.za).

We apologise for any inconvenience caused.

DAVID-LEIGH WILLEMSE
Manager: Expenditure and SCM
08 December 2022

PRICING SCHEDULE (SERVICES)

PREAMBLE TO THE SECTION OF QUANTITIES

1. The special conditions of contract (if any) and the specifications (including the project specification) are to be read in conjunction with the Schedule of Quantities.
2. The Bidder is at liberty to insert a rate of his own choosing for each item in the Schedule. His attention is drawn to the fact that the Bidder has the right, under various circumstances, to payment for item / material / plant / machines / services provided and that the Engineer is obliged to base his assessment of the rates to be paid for such item / material / plant / machines / services on the rates inserted in the Schedule by the Bidder.
3. The “quantity” required as called for in the Schedule of Quantities under the various categories is the estimated total (annual) requirement per item / machine / service. Payments will be based on the values computed for actual expenditure item per each individual request.
4. The prices and rates to be inserted in the Schedule of Quantities are to be the full inclusive prices to the Prince Albert Municipality for the provision of item / material / plant / machine / service described under the various categories, value added tax included. Such prices shall cover all costs and expenses that may be required in and for the provision of the item / material / plant / machine / service described, and shall cover the cost of all general risks, liabilities and obligations set forth or implied in the documents on which the tender is based.
5. A price or rate is to be entered against each item in the Schedule of Quantities, whether the quantities are stated or not. An item against which the bidder has no offer shall be indicated as “NO” (no offer) in the Rate Column.

6. The items as called for in the Schedule of Quantities are for products / services most frequently required by the municipality. These items **MUST** be priced (unless the “NO” option is followed). The bidder may, however, include along with his bid a comprehensive price Section of all of the products / services he can provide. Prices for the relevant items in his price Schedule must correspond with the prices of items as called for in the Schedule of Quantities. In case of discrepancies, the price provided on the Schedule of Quantities will apply.
7. The Bidder must price each item in the Schedule of Quantities in **BLACK INK**.
8. All rates shall include Value Added Tax (VAT).

PRINCE ALBERT MUNICIPALITY

PRICING SCHEDULE for SERVICES

Tender Number:

202 / 2022

Tender Description:

FACILITATION OF THIRD-PARTY PAYMENTS FOR A CONTRACT PERIOD OF THREE (3) YEARS.

PLEASE NOTE:

1. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
2. All costs **MUST** be included in the bid price, for rendering of the service at the prescribed destination.
3. Document **MUST** be completed in non-erasable black ink.

TENDER PRICE SUBMISSION

I / We (full name of Bidder)

the undersigned in my capacity as

of the enterprise

hereby offer to Prince Albert Municipality to render the services as described, in accordance with the specification and conditions of contract to the entire satisfaction of the Prince Albert Municipality and subject to the conditions of tender, for the amounts indicated hereunder:

1. CASH HANDLING FEE				
DESCRIPTION (PROCESSING COST)	APPROXIMATE QUANTITY	FEE % APPLICABLE	ESTIMATED VALUE OF TRANSACTIONS PER MONTH	TOTAL COST (VAT INCL.)
CASH HANDLING FEE, DEBIT AND CREDIT CARD COMMISSION	1 000		R 50 000.00	
TENDERED TOTAL (Item 1)				
2. RECEIVER TRANSACTION FEE				
DESCRIPTION (PROCESSING COST)	APPROXIMATE QUANTITY	UNIT COST (VAT INCL.)	TOTAL COST (VAT INCL.)	
RECEIVER TRANSACTION FEE	1 000			
TENDERED TOTAL (Item 2)				

TENDER AMOUNT (SUMMARY)	
COST DESCRIPTION	TOTAL PRICE (INCL.VAT)
Cash Handling Fee, Debit and Credit Card Commission (PER MONTH)	
Receiver Transaction Fee (Per month)	
SUBTOTAL (PER MONTH)	
TOTAL TENDERED PRICE – YEAR 1 (Price per month x 12) (Carried forward to tender cover page)	
SIGNATURE OF PRINCE ALBERT MUNICIPALITY OFFICIALS AT OFFICIAL TENDER OPENING:	1.
	2.

DECLARATION BY TENDERER

I / We acknowledge that I / we am / are fully acquainted with the contents of the conditions of tender of this tender form and that I / we accept the conditions in all respects.

I / We agree that the laws of the Republic of South Africa shall be applicable to the contract resulting from the acceptance of *my / our tender and that I / we elect domicillium citandi et executandi in the Republic at:

I / We furthermore confirm I / we satisfied myself / ourselves as to the corrections and validity of my / our tender: that the price quoted cover all the work items specification in the tender documents and that the price covers all my / our obligations under a resulting contract and that I / we accept that any mistake(s) regarding price and calculations will be at my / our risk.

NAME (PRINT)		SIGNATURE	
CAPACITY		DATE	
NAME OF ENTERPRISE			
WITNESS 1		WITNESS 2	

Please note:

***The quantities have been used for the purposes of evaluation and adjudication of tenders. The actual volumes may vary from time to time. Bidders are not allowed to make their own interpretations.**

Bank charges in respect of uploading the funds into the municipal account, must be taken into consideration when casting the prices for item No 1 in the pricing schedule above.

Percentage (%) increase (to the maximum of 8%) to take effect every 12 months from date of award..... %

Signature of the Bidder.....

Please note: The percentage increase is capped at a maximum of 8%, thus any percentage increase higher than the 8% will not be considered