



health

Department:
Health
REPUBLIC OF SOUTH AFRICA

ADDENDUM 1

APPOINTMENT OF A PROFESSIONAL SERVICE PROVIDER TO PROVIDE INTEGRATED MULTI-PRONGED STRATEGIC COMMUNICATION CAMPAIGN FOR PUBLIC HEALTH POLICY ISSUES FOR A PERIOD OF THREE (03) YEARS.

BID NUMBER: NDOH-31(2022/2023)

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1. Attached herewith:

- 1.1 Revised pricing schedule
- 1.2 Submit one original bid document and a copy thereof in a memory stick or any movable device.
- 1.3 Extension of the closing date from 28 February 2023 to 06 March 2023.

PRICING SCHEDULE
(Professional Services)

NAME OF BIDDER: BID NO.: **NDoH-31(2022/2023)**

CLOSING TIME 11:00

CLOSING DATE: **06 MARCH 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----- |
| | Campaigns Management Specialist | R----- |
| | Media Buyer | R----- |
| | Media Monitoring Specialist | R----- |
| | Digital marketing Specialist | R----- |

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

| DESCRIPTION | PERCENTAGE MANAGEMENT FEE |
|--|---------------------------|
| MANAGEMENT OF THE INTEGRATED MULTI-PRONGED STRATEGIC COMMUNICATION CAMPAIGN FOR PUBLIC HEALTH POLICY ISSUES. | |

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.

Other expenses, for example accommodation (specify, e.g. Three-star hotel, bed and breakfast, telephone cost, reproduction cost, etc.).

Name of Bidder:

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

ACCEPTANCE AND INCORPORATION OF ADDENDUM

I/We accept that Addendum No 1 forms part of the Tender Documents.

I/We confirm that I/we -

- (a) have noted the contents of this Addendum
- (b) have fully considered this Addendum
- (c) have incorporated the amendments and additions contained in this Addendum in my/our Tender for Tender No. **Bid number: NDOH-31(2022/2023)**

SIGNED ON BEHALF OF THE TENDERER

NAME OF SIGNATORY (BLOCK LETTERS)

NAME OF TENDERER (BLOCK LETTERS).....

TENDERER'S ADDRESS :
.....

TENDERER'S TEL NO :

TENDERER'S FAX NO :

SIGNATURES OF WITNESSES : 1.
2.

NAMES OF WITNESSES
(BLOCK LETTERS) : 1.
2.

DATE :