

**PRICING SCHEDULE**  
**(Professional Services)**

NAME OF BIDDER: .....

BID NO.: **IRBA01/2023/RFT**

CLOSING TIME: **12H00**

CLOSING DATE: 23<sup>rd</sup> October 2023

OFFER TO BE VALID FOR **120 DAYS** FROM THE CLOSING DATE OF BID.  
BID PRICE IN RSA CURRENCY

(ALL APPLICABLE TAXES INCLUDED)

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**DESCRIPTION**

**APPOINTMENT OF A SERVICE PROVIDER FOR WEBSITE HOSTING AND MAINTENANCE, AS WELL AS THE REDESIGN AND REBRANDING OF WEBSITE**

1. The accompanying information must be used for the formulation of proposals.
2. Bidders must not have any links to an audit firm nor an individual register (RA) with the IRBA.
3. Any additional information regarding the prices that should be considered.

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**ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:**

Phyllis Mualusi  
Tel: 010 496 0600  
E-mail address: [pmualusi@irba.co.za](mailto:pmualusi@irba.co.za)

**THE PRICING INFORMATION SHOULD BE INCLUDED IN A SEPARATELY SEALED ENVELOPE  
WHEN THE BID IS DELIVERED TO THE IRBA**

**SBD 3.3 FORM – FINANCIAL PROPOSAL**

The bidder must provide their pricing proposal in line with the attached SDB 3.3 Form.

**Pricing Proposal**

Each bidder must complete the Pricing Proposal sheet below, which must be submitted in a separate sealed envelope, at the time of submitting the bid response, as a Returnable Schedule.

Quotations will be evaluated on the 80/20 bases. All pricing proposals must be **inclusive of VAT** and set out as follows:

<b>Redesign &amp; rebranding of websites</b>	Fixed cost – Once-off
<b>Maintenance of website – 20 hours, per month</b>	Cost per month and an hourly rate for above 20 hours Year 1   Year 2   Year 3   Year 4   Year 5
<b>Website / MX Records take-on and hosting – Initial cost</b>	Fixed cost for the setup and transfer – Once-off
<b>Hosting of website / Security / Backup</b>	Cost per month Year 1   Year 2   Year 3   Year 4   Year 5
<b>Web administrator training</b>	Fixed cost – Once-off
<b>Other</b>	Other costs
<b>website developments, any new design implementation or changes other than monthly maintenance as and when required.</b>	Cost per hour Year 2   Year 3   Year 4   Year 5