# SBD 3.3

**PRICING SCHEDULE**

**(Professional Services)**

**PRICING SCHEDULE FOR THE APPOINTMENT OF A PANEL OF LEGAL SERVICE PROVIDERS FOR THE GPAA FOR A PERIOD OF FIVE YEARS**

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| --- |
| NAME OF BIDDER: ………………………………………………………………………………………………BID NO: GPAA 07/2023 CLOSING TIME: 11:00 DATE: 19th October 2023 |

OFFER TO BE VALID FOR **120** DAYS FROM THE CLOSING DATE OF BID.

ITEM DESCRIPTION BID PRICE IN RSA CURRENCY

NO \*\*(ALL APPLICABLE TAXES INCLUDED)

 1. The below pricing schedule provide the bidder with the requirements regarding the completion of the pricing schedule.

 2. All rates and sums of money quoted in the pricing schedule shall be in Rands. Bidders are required to indicate a total bid price based on the total of the sum of hourly fees.

 This value will be used for evaluation purposes only.

 Refer to RFP par 3 and 5.

3. In cases of contract periods longer than 12 months, price adjustments will be based on CPI applicable on the date of the anniversary of the contract period.

4. Pricing information will be required at the submission of the bid by closing date and time. Bidders are required to include in their responses, fee proposals in respect of the nature and their expected remuneration for the services to be provided by them. In this regard, bidders are to indicate specific billing arrangements, hourly rates per professional level. **Bidders are also required to confirm that in respect of litigious matters they will align their pricing with the relevant Forum Tariff scale that is applicable to the forum where the matter is heard.**

5. No other form of pricing template will be accepted. Failure to comply will result in the disqualification of the bid.

6. An incomplete pricing schedule (SBD 3.1) will also result in a disqualification.

**PRICING SCHEDULE FOR THE APPOINTMENT OF A PANEL OF LEGAL SERVICE PROVIDERS FOR THE GPAA FOR A PERIOD OF FIVE YEARS**

1. **MAGISTRATE COURT**

|  |  |  |
| --- | --- | --- |
| **Item.** | **Description** | **Amount** |
| **A.** | **Magistrate Court** |  |
|  | **Consultation:**Director: | **Per Hour:** |
| Professional Assistant: |  |
| Candidate Attorney: |  |
| SUB-TOTAL |  |
| **B.** | **Magistrate Court** |  |
|  | **Drafting:**Letters: | **Per Page:**  |
|  | Emails: |  |
|  | Instruction to Advocate: |  |
|  | SUB-TOTAL |  |
| **C.**  | **Magistrate Court**  |  |
|  | **Attendance:**At court to note judgement:  | **Per Hour:**  |
|  | At court on hearing / proceedings: |  |
|  | SUB-TOTAL |  |
| **D.**  | **Magistrate Court**  |  |
|  | **Telephone Calls:**Director: | **Per 15 minutes:**  |
|  | Professional assistant: |  |
|  | Candidate Attorney: |  |
|  | SUB-TOTAL |  |
| **E.** | **Magistrate Court**  |  |
|  | **Miscellaneous:** Copies **per page**: |  |
|  | Trail costs **per KM**: |  |
|  | Document perusal **per page**: |  |
|  | SUB-TOTAL |  |
|  | **TOTAL (VAT EXCL)****(MAGISTRATE COURT: A + B+C +D +E )** |  |

1. **HIGH COURT**

|  |  |  |
| --- | --- | --- |
| **Item.** | **Description** | **Amount** |
| **A.** | **High Court** |  |
|  | **Consultation:**Director: | **Per Hour:**  |
| Professional Assistant: |  |
| Candidate Attorney: |  |
| SUB-TOTAL |  |
| **B** | **High Court** |  |
|  | **Drafting:**Letters: | **Per Page:**  |
|  | Emails: |  |
|  | Instruction to Advocate: |  |
|  | SUB-TOTAL |  |
| **C.**  | **High Court** |  |
|  | **Attendance:**At court to note judgement: | **Per Hour:** |
|  | At court on hearing / proceedings: |  |
|  | SUB-TOTAL |  |
| **D.**  | **High Court**  |  |
|  | **Telephone Calls:**Director: | **Per 15 minutes:**  |
|  | Professional assistant: |  |
|  | Candidate Attorney: |  |
|  | SUB-TOTAL |  |
| **E.** | **High Court**  |  |
|  | **Miscellaneous:**Copies **per page**: |  |
|  | Trail costs per **KM**: |  |
|  | Document perusal **per page**: |  |
|  | SUB-TOTAL |  |
|  | **TOTAL (VAT EXCL)****(HIGH COURT: A + B+C+D+E)** |  |

1. **SUPREME COURT**

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| --- | --- | --- |
| **Item.** | **Description** | **Amount**  |
| **A.** | **Supreme Court** |  |
|  | **Consultation:**Director: | **Per Hour** |
| Professional Assistant: |  |
| Candidate Attorney: |  |
| SUB-TOTAL |  |
| **B** | **Supreme Court** |  |
|  | **Drafting:** Letters: | **Per Page**  |
|  | Emails: |  |
|  | Instruction to Advocate: |  |
|  | SUB-TOTAL |  |
| **C.**  | **Supreme Court**  |  |
|  | **Attendance:**At court to note judgement: | **Per Hour:**  |
|  | At court on hearing / proceedings: |  |
|  | SUB-TOTAL  |  |
| **D.** | **Supreme Court**  |  |
|  | **Telephone Calls:**Director: | **Per 15 minutes:** |
|  | Professional assistant: |  |
|  | Candidate Attorney: |  |
|  | SUB-TOTAL |  |
| **E.** | **Supreme Court**  |  |
|  | **Miscellaneous:**Copies **per page**: |  |
|  | Trail costs per **KM**: |  |
|  | Document perusal **per page**: |  |
|  | SUB-TOTAL |  |
|  | **TOTAL (VAT EXCL)**(SUPREME COURT: A + B+C+D+E) |  |

1. **CONSTITUTIONAL COURT**

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| **Item.** | **Description** | **Amount** |
| **A.** | **Constitutional Court** |  |
|  | **Consultation:**Director: | **Per Hour:** |
| Professional Assistant: |  |
| Candidate Attorney: |  |
| SUB-TOTAL |  |
| **B** | **Constitutional Court** |  |
|  | **Drafting:**Letters: | **Per page:** |
|  | Emails: |  |
|  | Instruction to Advocate: |  |
|  | SUB-TOTAL |  |
| **C.** | **Constitutional Court** |  |
|  | **Attendance:**At court to note judgement: | **Per Hour:** |
|  | At court on hearing / proceedings: |  |
|  | SUB-TOTAL |  |
| **D.**  | **Constitutional Court** |  |
|  | **Telephone Calls:**Director: | **Per 15 minutes:** |
|  | Professional assistant: |  |
|  | Candidate Attorney: |  |
|  | SUB-TOTAL |  |
| **E.** | **Constitutional Court** |  |
|  | **Miscellaneous:**Copies **per page**: |  |
|  | Trail costs per **KM**: |  |
|  | Document perusal **per page**:  |  |
|  | SUB-TOTAL |  |
|  | **TOTAL (VAT EXCL)**(CONSITUTIONAL COURT: A + B+C+D+E) |  |

**DESCRIPTION** **TOTALS TRANSFERRED**

|  |  |
| --- | --- |
| **1.MAGISTRATE COURT** |  |
| **2.HIGH COURT** |  |
| **3.SUPREME COURT** |  |
| **4.CONSTITUTIONAL COURT** |  |
| **GRAND TOTAL** |  |

**Signature:**

**Date:**

Any enquiries regarding bidding procedures may be directed to the –

GOVERNMENT PENSIONS ADMINISTRATION AGENCY

tenderenquiries@gpaa.gov.za