8. INDEPENDENCE, CONFIDENTIALITY, AND OBJECTIVITY OF SERVICE PROVIDER STAFF

In carrying out the service, the service provider must ensure that its staff maintain their objectivity by remaining independent and keeping confidentiality of the activities they execute.

10. PRICING

- Service providers must give a detailed cost breakdown for all applicable costs in the billing and invoicing process
- All prices submitted must be inclusive of VAT.
- Service Providers must ensure that the pricing submitted has no arithmetic errors, as W&RSETA will not rectify any errors, and no adjustments to prices received will be permitted after the closing date.
- Additionally, all prices must be fixed for both year 1 and year 2. No adjustments will be allowed.

10.1 Pricing Schedule

All the rates per hour and per resource must be inclusive of VAT.

CATEGORY 1 – EXCO MEMBERS

No	Item	Details/Guide	Cost – Year 1	Cost – Year 2	Total Costs (Years 1 & 2)
1	Develop a Coaching Plan for 9 EXCO Members Submit the report to HR	Develop a Plan	N/A	N/A	R……
	Cost		R	R	Total – R
2	Orientation session for 9 EXCO Members. Submit the report to HR	Orientation Session	N/A	N/A	R……
	Cost		R	R	Total – R
3	Conduct the 360-degree individual assessments for 9 EXCO Members Submit the report to HR.	Conduct Assessments	N/A	N/A	R……
	Cost		R	R	
4	Group Coaching session for 9 EXCO Members. Submit the report to HR	4 x Coaching Sessions	2x Coaching Sessions. R…….	2x Coaching Sessions – R…….	R……..
	Cost		R	R	Total - R
5	Individual Coaching	6x Individual	27 x Individual	27 x Individual	

	sessions for 9 EXCO Members (Maximum of 2 hours per session, quarterly) Submit the report to HR.	Coaching Sessions for 9 members.	sessions R……..	sessions R…….	R……
	Cost		R	R	Total – R
6.	Facilitate workshops on topical issues for up to 9 EXCO Members. Submit the report to HR.	2 x Workshops sessions. One day workshop	One-day workshop. R…….	One day workshop R…….	R……..
	Cost		R	R	Total – R
Total Category 1					R…….

CATEGORY 2 – SENIOR MANAGERS

No	Item	Details/Guide	Cost – Year 1	Cost – Year 2	Total Costs (Years 1 & 2)
1	Develop a Coaching Plan for 12 Senior Managers Submit the report to HR	Develop a Plan	N/A	N/A	R…….
	Cost				Total – R
2	Orientation session for 12 Senior Managers. Submit the report to HR	Orientation Session	N/A	N/A	R……
	Cost		R	R	Total – R
3	Conduct the 360-degree individual assessments for 12 Senior Managers. Submit the report to HR	Conduct Assessments	N/A	N/A	R……
	Cost		R	R	Total – R
4	Group session for 12 Senior Managers.	4X Coaching sessions	2X Coaching sessions	2X Coaching sessions	

	Submit a report to HR		R…….	R…….	R……..
	Cost		R	R	Total – R
5	Individual coaching sessions for 12 Senior Managers. (2hrs maximum per session per quarter) Submit the report to HR.	6X individual sessions for 12 Senior Managers.	36X individual sessions R…….	36X individual sessions R…….	R……
	Cost		R	R	Total – R
6.	Facilitate a workshop on topical issues for the `12 Senior Members. Submit the report to HR	2X Workshop sessions One day workshop	1X Workshop session one day workshop R…….	1X Workshop session one day workshop R…….	R……
	Cost		R	R	Total – R
Total – Category 2					R

CATEGORY 3 – MIDDLE MANAGERS

No	Item	Details/Guide	Cost – Year 1	Cost – Year 2	Total Costs (Years 1 and 2)
1	Develop a Coaching Plan for 30 Middle Managers Submit the report to HR	Develop a Plan	N/A	N/A	R……
	Cost		R	R	R
2	Orientation session for 15 Middle Managers (group 1 of 15) Submit the report to HR	Orientation Session	N/A	N/A	R……
3	Orientation session for 15 Middle Managers (group 2 of 15) Submit the report to HR	Orientation Session	N/A	N/A	R……
	Cost		R	R	R

4	Conduct the 360-degree individual assessments for 30 Middle Managers. Submit the report to HR	Conduct Assessments	N/A	N/A	R……
	Cost		R	R	R
5.	Group Coaching session for 15 Middle Managers	2X Coaching Sessions-	1X Coaching Session R……	1X Coaching Session R……	R……
6	Group Coaching session for 15 Middle Managers	2X Coaching Sessions	1X Coaching Session R……	1X Coaching Session R……	R……
	Cost		R	R	R
7	Facilitate individual sessions for 30 Middle Managers (2hrs per manager per six-monthly)	4x Coaching Sessions for 30 Managers	60X Individual Coaching Sessions R……	60X Individual Coaching R……	R……
	Cost		R	R	R
8.	Facilitate workshops on topical issues for up to 15 Middle Managers. Submit the report to HR	2X Workshop sessions one-day workshop	one-day workshop R……	one-day workshop R……	R……
	Cost		R	R	R
				Total - Category 3	R

CONSOLIDATED PRICE

Please note that the consolidated total price will be used for price evaluation.

DESCRIPTION	**AMOUNT**
CATEGORY 1	
CATEGORY 2	
CATEGORY 3	
GRAND TOTAL (ALL THREE CATEGORIES)	