

**RFP 19/2020: PROVISION OF MEDIA BULK BUYING, MEDIA PLANNING AND RELATED SERVICES FOR SARS**

<b>Tender No</b>	<b>RFP 19/2020</b>
<b>Tender Name</b>	<b>Provision of media bulk buying, media planning and related services</b>
<b>Bidder Name</b>	

**Notes:**

- Bidders are required to carefully read the content of the RFP document before completing the pricing schedule; refer to Section 9.3 for a detailed Scope of Service.
- Bidders must note Section 10 "Pricing Methodology" of the Main RFP for further pricing requirements prior to completing the template.
- The media bulk buying service will be on an "as and when required" basis.
- The pricing schedule has two sections. Bidders are required to complete both sections in full, namely section A and section B. Non-completion of the pricing/rate card may render bidder's submission as non-responsive.
- Certain cells have been pre-populated and locked. No changes must be made to sections which are not shaded in green. Green shaded cells must
- Section A: The annual estimated SARS spend on media buying services has been indicated (VAT inclusive). Bidders are required to state what percentage of commission will be retained for remuneration purposes.
- Section B: The annual estimated spend on each media platform has been indicated (VAT inclusive). Bidders are required to state what percentage discount will be offered for each media platform.
- Bidders must propose a firm price proposal for Commission and Discounts; SARS reserves the right to negotiate **the Agency Commission** with recommended bidder post award on an annual basis.
- Bidders are advised to bear in mind that the **annual** spend information reflected on this pricing template is indicative and SARS can only guarantee 75% of the value on year-on-year. This guarantee will be reviewed on an annual basis between SARS and the recommended bidder.
- Commission and discount rates are subject to negotiation with the preferred bidder prior to conclusion and signing the Services Agreement.
- Bidders must note that 100% of all discounts yielded from different media houses must be passed through to SARS.
- The completed pricing schedule (Annexure B) must be signed by a duly authorised representative of the bidder.

**Section A - Agency Commission fee**

Annual estimated SARS spend for year 1	R 60,571,000.00
Contract period	48 months
What percentage of commission will bidders retain for remuneration purposes?	

**Section B - Media Placement Discount**

Media platform	Estimated value	Discount (%)
Print media	R 5,897,923	
Television	R 12,111,047	
Online and digital media	R 10,667,560	
Out-of-home (OOH)	R 6,239,803	
Media Research	R 0	
Radio	R 25,654,666	
Other	R 0	

<b>Representative name and surname:</b>	
<b>Representative Signature</b>	
<b>Date:</b>	