

BID NO 15/FY/23

THE APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF BANKING SERVICES FOR THE EASTERN CAPE PARKS & TOURISM AGENCY FOR A PERIOD OF FIVE (5) YEARS WITH AN OPTION TO RENEW FOR FURTHER PERIOD OF TWO (2) YEARS.

QUESTIONS AND ANSWERS

BANKING SERVICE FOR THE ECPTA FOR A PERIOD OF 5 YEARS WITH AN OPTION TO EXTEND FOR A PERIOD OF 3 YEARS

The following questions were received by THE EASTERN CAPE PARKS & TOURISM AGENCY and are responded to accordingly.

No	QUESTION	ECPTA RESPONSE															
1	In a case where a staff member has lost his/her qualification and can't produce originally certified copies, would an affidavit stating that they have lost their qualification be sufficient?	No, an affidavit will not be accepted. The Organisation will ONLY accept a date stamped and signed confirmation of qualification from the Institution and an old certified/uncertified copy of the qualifications. ECPTA currently has 20 petty cash cards															
2	Petty cash cards - ewallet, how many does ECPTA currently have? On the bid it's mentioned that ECPTA will need petty cash card for each nature reserve manager (21 reverses), how much is or would be the limit on each?	<table border="1"> <thead> <tr> <th>NO OF OFFICES</th><th>NAME OF OFFICE</th><th>LIMIT</th></tr> </thead> <tbody> <tr> <td>3</td><td>Regional Office</td><td>R10 000</td></tr> <tr> <td>1</td><td>Head Office</td><td>R16 000</td></tr> <tr> <td>15</td><td>Nature Reserves</td><td>R 8 000</td></tr> <tr> <td>1</td><td>N2 Office</td><td>R 4 000</td></tr> </tbody> </table> <p>ECPTA requires a Lodge Card with a limit of R7 million Please refer to the Terms of Reference page 14 of the tender document.</p>	NO OF OFFICES	NAME OF OFFICE	LIMIT	3	Regional Office	R10 000	1	Head Office	R16 000	15	Nature Reserves	R 8 000	1	N2 Office	R 4 000
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3	Travel card - Travel or lodge card, how much limit would ECPTA require?	20 speed points required with another 20 speed points for backup. In total the organisation requires 40 speed points.															
4	Speed points – ECPTA currently has 20 speed points, would you like us to quote on 20 or more for the bid?																

5	Fleet limit – currently ECPTA has a limit of R2m, for the purpose of the bid would you like us to keep the limit as is or increase? If yes, how much limit would be required and how many cards?	Yes, increase Limit to R5 million 66 cards
6	Annual pricing escalation on the pricing schedule, must we complete every year from year 1 – 7 or can we complete 1 st year only and from 2 nd year mentioned that it will be determined when annual review is done in July every year? Because annual price increase is based on Consumer Price Index (CPI) together with several factors like transactional behavior that influence whether the increase will be above or below CPI. This then makes it difficult to predict increase for the next 6 or 7 years.	Complete price for every year.

The ECPTA will respond to requests for clarification (Questions & Answers) received up to Five (5) working days before the tender closing date. The last day for receiving and responding to clarification is the 5th of **October 2022**.


Siviwe Manxima
SCM Manager

Date 27/09/2022