



CONTRACT NO.: 5/2/2/1(018)2025/2026

THE APPOINTMENT OF A QUALIFIED AND COMPETENT SERVICE PROVIDER TO MANAGE AND IMPLEMENT AN EMPLOYEE HEALTH AND WELLNESS (EHW) MANAGEMENT PROGRAMME FOR THE DEPARTMENT OF AGRICULTURE OVER A PERIOD OF THREE (3) YEARS.

ADDENDUM NO 1:

THIS DOCUMENT IS COMPILED BY:

**Department of Agriculture
Director Demand and Acquisition Management
600 Lilian Ngoyi Street,
Berea Park,
Pretoria
0001**

TEL: (012) 312 8375

FORM FOR RECEIPT OF ADDENDUM NO 1

NB: This form for the receipt of Addendum No 1 must be completed by the Tenderer and returned immediately and separately to: BenC@Nda.gov.za alternatively, can be hand delivered to:

**Department of Agriculture
20 Steve Biko Road,
Arcadia,
Pretoria
0001**

For attention: B Coetzer

DEPARTMENT OF AGRICULTURE

**5/2/2/1(018)2025/2026
FOR**

THE APPOINTMENT OF A QUALIFIED AND COMPETENT SERVICE PROVIDER TO MANAGE AND IMPLEMENT AN EMPLOYEE HEALTH AND WELLNESS (EHW) MANAGEMENT PROGRAMME FOR THE DEPARTMENT OF AGRICULTURE OVER A PERIOD OF THREE (3) YEARS.

I/We acknowledge receipt of Addendum No 1 and have noted its contents.

SIGNED ON BEHALF OF TENDERER

NAME OF SIGNATORY :

NAME AND ADDRESS OF TENDERER

.....

.....

.....

TEL NO :

FAX NO :

DATE :

DEPARTMENT OF AGRICULTURE

**5/2/2/1(018)2025/2026
FOR**

**THE APPOINTMENT OF A QUALIFIED AND COMPETENT SERVICE PROVIDER
TO MANAGE AND IMPLEMENT AN EMPLOYEE HEALTH AND WELLNESS
(EHW) MANAGEMENT PROGRAMME FOR THE DEPARTMENT OF
AGRICULTURE OVER A PERIOD OF THREE (3) YEARS.**

ADDENDUM NO 1

09 OCTOBER 2026

ISSUED BY:

**Department of Agriculture
Director Demand and Acquisition Management
20 Steve Biko Road,
Arcadia,
Pretoria
0001**

NAME OF TENDERER:

.....

DEPARTMENT OF AGRICULTURE.

5/2/2/1(018)2025/2026

FOR

**THE APPOINTMENT OF A QUALIFIED AND COMPETENT SERVICE PROVIDER TO
MANAGE AND IMPLEMENT AN EMPLOYEE HEALTH AND WELLNESS (EHW)
MANAGEMENT PROGRAMME FOR THE DEPARTMENT OF AGRICULTURE OVER
A PERIOD OF THREE (3) YEARS.**

This Addendum forms part of the Tender Documents.

Each Tenderer for this Contract shall incorporate the following amendments and additions in his Tender.

Each Tenderer is required to acknowledge receipt and acceptance of the amendments and additions contained in this Addendum and to submit the completed and signed addendum with his Tender.

No pages may be removed from the Addendum.

ADDENDUM NO 1

1. Consists of the attached amended pricing schedule:

Failure to comply with the above requirements will result in an automatic disqualification.

SIGNED ON BEHALF OF THE TENDERER:

**DEPARTMENT OF AGRICULTURE,
TENDER NO. 5/2/2/1(018)2025/2026**

**FOR: THE APPOINTMENT OF A QUALIFIED AND COMPETENT SERVICE PROVIDER TO
MANAGE AND IMPLEMENT AN EMPLOYEE HEALTH AND WELLNESS (EHW)
MANAGEMENT PROGRAMME FOR THE DEPARTMENT OF AGRICULTURE OVER A PERIOD
OF THREE (3) YEARS.**

ACCEPTANCE AND INCORPORATION OF ADDENDUM

I/We accept that Addendum No 1 forms part of the Tender Documents. I/We confirm that I/we -

- (a) have noted the contents of this Addendum
- (b) have fully considered this Addendum
- (c) have incorporated the amendments and additions contained in this Addendum in my/our bid for **Tender No. 5/2/2/1(018)2025/2026**

SIGNED ON BEHALF OF THE TENDERER:

.....

NAME OF SIGNATORY (BLOCK LETTERS):

.....

NAME OF TENDERER (BLOCK LETTERS):

.....

TENDERER'S ADDRESS:

.....

.....

TENDERER'S TEL NO:

.....

TENDERER'S FAX NO:

.....

SIGNATURE OF WITNESS (1):

.....

SIGNATURE OF WITNESS (2):

.....

NAME OF WITNESSES
BLOCK LETTERS:

.....

NAME OF WITNESSES
BLOCK LETTERS:

.....

PRICING SCHEDULE –FIRM PRICES

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATE OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED.

NAME OF SERVICE PROVIDER:	BID NO.:
CLOSING TIME 11:00 ON	

OFFER TO BE VALID FOR **90 DAYS** FROM THE CLOSING DATE OF BID.

ITEM NO:
DESCRIPTION: THE APPOINTMENT OF A PROFESSIONAL SERVICE PROVIDER FOR THE MANAGEMENT OF THE EMPLOYEE HEALTH AND WELLNESS (EHWM) SERVICES FOR THE DEPARTMENT OF AGRICULTURE FOR A PERIOD OF THREE YEARS.
BID PRICE IN RSA CURRENCY INCLUSIVE OF VALUE ADDED TAX AND FIRM R_____

ITEM	Number of sessions per month	Year 1 Unit price per item excluding VAT	Total Year 1 (12 months)	Year 2 Unit price per item excluding VAT	Total Year 2 (12 months)	Year 3 Unit price per item excluding VAT	Total Year 3 (12 months)	Total price
1. 24/7 Call centre counselling	200	R	R	R	R	R	R	R
2. Individual face to face counselling	50	R	R	R	R	R	R	R
3. Parental guidance/ child protocol	10	R	R	R	R	R	R	R
4. Couple counselling	5	R	R	R	R	R	R	R
5. Group critical incidence trauma debriefing sessions	10	R	R	R	R	R	R	R
6. E-Care	50	R	R	R	R	R	R	R
7. Professional Life Management Support Services	10	R	R	R	R	R	R	R
8. Executive Wellness	1 group of 5	R	R	R	R	R	R	R
9. Telephonic Managerial Service	10	R	R	R	R	R	R	R
10. Online health services by a qualified nurse on a fixed service	Fixed service	R	R	R	R	R	R	R
11. Emotional impact sessions	6 sessions per annum at 2 hours each	R	R	R	R	R	R	R
12. Monitoring meetings, reporting and evaluation	4 per annum	R	R	R	R	R	R	R

13. Marketing services	30	R	R	R	R	R	R	R
14. Wallet cards	3000 once off							R
15. Fridge magnets	3000 once off							R
16. Posters	Once off A2 X 100 A3x250 A4x250							R
TOTAL EXCLUDING VAT								R
15 % VAT								R
TOTAL ALL INCLUSIVE								R

Period required for commencement of project 03 Years after receipt of an official order

Does the offer comply with the specification(s)

Yes / No

If not to specification, indicate deviation(s)

.....

Period required for delivery

.....

*Delivery: Firm / Not Firm

Technical enquiries can be directed to:

Ms Adel Ferreira
Tel: 082 827 0612
Email: AdelF@nda.gov.za

General enquiries

Mr Ben Coetzer
Tel. no. 012 312 8375
Email: BenC@nda.gov.za