



INVITATION TO SUBMIT QUOTATIONS

PROJECT NAME: CONTRACTING OF SERVICE PROVIDER FOR PROVIDING REFERENCE MANAGEMENT SOFTWARE LICENSES

Closing date for the submission of quotations: 05 October 2026 @ 11:00 am

Please provide us with quotations to appoint a service provider to provide reference Management Software Licenses.

Item / Quantities	Description
As per the attached Terms of Reference	CONTRACTING OF SERVICE PROVIDER FOR PROVIDING REFERENCE MANAGEMENT SOFTWARE LICENSES
	To be considered responsive, quotations must satisfy the following responsiveness criteria: • The quotation must be properly received, on or before the closing date, meeting the time limit requirements properly and fully completed and signed; • Service providers will be expected to submit an itemised quotation, with specific mention of any exclusions; • Quotations to be inclusive of VAT (for VAT-registered suppliers)
Submissions	All technical inquiries regarding the Terms of Reference can be directed to: Dr Colette Tennison E-mail addresses: tennison.c@qcto.org.za All submissions can be directed to: Supply Chain Management E-mail addresses: RFQ@qcto.org.za

Kindly attach the following supporting documents when sending in your response:

- Quotation.
- Recent CSD report (Check the tax status before sending).
- Valid BBBEE certificate or Sworn Affidavit.
- Duly Completed SBD Forms.
- Bank Confirmation Letter.