

REQUEST FOR QUOTATION (RFQ) FORM

CONTACT PERSON	Nana Modiba	
EMAIL ADDRESS	nana.modiba@tia.org.za	
CLOSING DATE	Monday 24 August 2026 at 14h00	
DELIVERY ADDRESS	TIA House, 83 Lois Avenue, Menlyn, 0181	
DESCRIPTION OF GOODS / SERVICES		
ITEM DESCRIPTION	QUANTITY	PRICE
Request for quotation for Canva Pro and CapCut Pro Annual Subscriptions for the Graphic Design Studio- Please refer to the attached specification document for further details/information		
1. Invoice paid after good and services delivery and within 30 days as per the National Treasury Act. 2. Suppliers must all be registered on the Central Supplier Database 3. Quotations: to be accompanied by SBD 4 AND 6.1 forms, Proof of specific goals where applicable, the completed and signed request for quotation form 4. Quotation received after the closing date and time will not be considered. 5. 80/20 preferential point system will be used 6. The validity period of price quotations after the closing date is 30 days		
SPECIFIC GOALS FOR TIA FOR DAY - TO - DAY PROCUREMENT		PROOF
50% OWNED BY HISTORICALLY DISADVANTAGED INDIVIDUALS	5	SHARE REGISTER / CSD REPORT
51% OWNED BLACK WOMEN	5	SHARE REGISTER /CSD REPORT
AT LEAST ONE OF THE OWNERS HAS A DISABILITY / DISABILITIES	5	STATEMENTS OR LETTERS ON A PHYSICIAN'S / MEDICAL PROFESSIONAL'S LETTERHEAD WITH PRACTISE NUMBER CONFIRMING DISABILITY
AT LEAST ONE OF THE OWNERS IS A YOUTH	5	COPY OF A CERTIFIED ID CARD
TOTAL	20	
SUPPLIER'S INFORMATION		
COMPANY NAME		
CONTACT PERSON		
CONTACT NUMBER		

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EMAIL ADDRESS			
SIGNATURE		DATE	