



Department: **Supply Chain Management**

Form Number: CA 183-541

**REQUEST FOR QUOTES (RFQ)**

DESCRIPTION OF GOODS/ SERVICE REQUIRED		Teleprompter service provider	
ITEM/ SERVICE:		QUANTITY	
<p>The SACAA is looking for a service provider that renders teleprompter services for the organisation for a period of 12 months.</p> <p>The requested services must be based in the Gauteng province. It will be advantageous if these teleprompter services are also made available in other parts of the country.</p> <p>The teleprompter services must be of world-class quality for corporate events and for use when there is a live or recorded broadcast. There are no specific specs of teleprompters that will be required.</p> <p>The service provider will also provide a technician/s to be available to operate the teleprompter on the day where services are being requested.</p> <p>The successful bidder must demonstrate:</p> <ul style="list-style-type: none"> <li>• The bidding organisation's years of experience in providing teleprompter services.</li> <li>• The type/s of teleprompters that are at the bidding company's disposal.</li> <li>• A competitive price per hour cost with the bid that will also be considered in the adjudication process.</li> </ul>		1	
GENERAL/ COMMENTS:			
- These services will be used as and when requested by the SACAA for a period of 12 months			
Budget:	Yes	Cost Centre Code:	010100
PREPARED BY			