



**INVITATION TO SUBMIT QUOTATIONS**

**PROJECT NAME: APPOINTMENT OF A SERVICE PROVIDER TO IMPLEMENT SHAREPOINT ONLINE GOVERNANCE AND SECURITY CONFIGURATIONS.**

**Closing date for the submission of quotations: 18 November 2025 @ 16:00 pm**

Please provide us with Quotations for the appointment of a service provider to implement SharePoint online governance and security configurations.

Item / Quantities	Description
As per the attached Terms of Reference	<b>APPOINTMENT OF A SERVICE PROVIDER TO IMPLEMENT SHAREPOINT ONLINE GOVERNANCE AND SECURITY CONFIGURATIONS.</b>
	<p>To be considered responsive, quotations must satisfy the following responsiveness criteria:</p> <ul style="list-style-type: none"> <li>• The quotation must be properly received, on or before the closing date, meeting the time limit requirements properly and fully completed and signed;</li> <li>• Service providers will be expected to submit an itemised quotation, with specific mention of any exclusions;</li> <li>• Quotations to be inclusive of VAT (for VAT-registered suppliers)</li> </ul>
<b>Submissions</b>	<p>All technical enquiries regarding the Terms of Reference can be directed to:            Hangwelani Tshifaro  <b>E-mail addresses:</b> <a href="mailto:Tshifaro.h@qcto.org.za">Tshifaro.h@qcto.org.za</a></p> <p>All submissions can be directed to:            Supply Chain Management  <b>E-mail addresses:</b> <a href="mailto:RFQ@qcto.org.za">RFQ@qcto.org.za</a></p>

**Kindly attach the following 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.