

REQUEST FOR QUOTES (RFQ)

Description of Goods/ Service required	Electronic Signature Policy Vetting
SPECIFICATIONS/ DESCRIPTION	
ITEM/ SERVICE	QUANTITY
We require a suitable and qualified service provider to review, critique, benchmark, the SACAA electronic signature policy. GENERAL REQUIREMENTS ☐ Legal Background ☐ Experience in drafting company policies relating to the use of digital / electronic signatures ☐ In depth knowledge of the Protection of Personal Information Act (POPI Act) and its application ☐ In depth knowledge of the ECT act and the any other relevant guidelines for public institutions DELIVERABLES ☐ To review, critique, benchmark, an existing SACAA electronic signature policy for alignment to all applicable global and local regulations and laws around the use of electronic signatures.	1
GENERAL/ COMMENTS: Below documents are required -	
- Provide a comprehensive CV of the project lead	
- Provide at least two reference letters working on similar projects.	
Budget:	Cost Centre Code: 01-00-100