

**Date: 21 September 2022**

**ADDENDUM NO: 1**

**BID NO PIC014/2022: REQUEST FOR PROPOSAL ON THE APPOINTMENT OF A SUITABLY QUALIFIED BIDDER TO PROVIDE THE INFORMATION CLASSIFICATION AND DOCUMENT MIGRATION SOLUTION.**

**CORRECTIONS INSERTED**

**1.1. Please take note of the changes on Page 19, Item 12.3 under Company Experience.**

**The weighting was 20 and it is now changed to 15.**

**1.2. Please take note of the changes on Page 19, Item 12.3 under Company Experience**

Please provide a minimum of ten (10) reference letters from the respective customers on the letterheads confirming provision of a Information Classification and Document Migration solution.

***The changes are as follows:***

**Please provide a minimum of four (4) reference letters from the respective customers on the letterheads confirming provision of a Information Classification and Document Migration solution.**

**2. Please take note of the changes on Page 20, Item 12.4 under Compliance, the weighting was 45 and it is changed to 40 and value add is deleted.**

3. Item 4.2.1 state that One of the bidder's managing directors must have a minimum of ten (10) years working in the documents and records management field with experience Information Classification and Document Migration solution.

***The changes are as follows:***

**One of the bidder's managing directors must have a minimum of ten (10) years working in the information management field.**