

Date: 21 September 2022

ADDENDUM NO: 1

BID NO PIC015/2022: REQUEST FOR PROPOSAL ON THE APPOINTMENT OF A SUITABLY QUALIFIED BIDDER TO PROVIDE THE SCANNING AND INDEXING OF DOCUMENTS SOLUTION

CORRECTIONS INSERTED

1.1. Please take note of the changes on Page 21, Item 12.3 under Company Experience.

Please provide A MINIMUM of seven (7) reference letters from the respective customers on the letterheads CONFIRMING provision of a Scanning and Indexing 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 Scanning and Indexing solution.

1.2. Please note: The PIC will not accept a list of references and/or references listed on a table. The reference letters must be in the form of individual letters from the respective customers. Reference letters must not be older than seven (7) years.

The changes are as follows:

Please note: The PIC will not accept a list of references and/or references listed on a table. The reference letters must be in the form of individual letters from the respective customers. Reference letters must not be older than ten (10) years.

1.3. 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 offering Scanning and Indexing services.

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.