

## **PIC007/16: APPOINTMENT OF A SUITABLY QUALIFIED SERVICE PROVIDER FOR THE PROVISION OF A MEETING MANAGEMENT SOLUTION**

The Public Investment Corporation (SOC) Limited is a registered Financial Service Provider (FSP) and is a public entity that is wholly owned by the South Africa Government to invest funds on behalf of public sector entities, mainly pension, provident, social security and guardian funds.

Public Investment Corporation (PIC) invites bidders to submit proposals for a meeting management system. The PIC seeks to implement a meeting management system that will allow the setup of meeting workspace (meeting packs) in order to eliminate the printing of multiple meeting packs. The tool will provide, amongst others:

- Access to published documents (agenda, meeting minutes, supporting documents);
- Archiving of meeting workspace in a secure web portal;
- Easy and secure access to meeting documents; and
- A paperless meeting environment.
- 3 Year support and maintenance

A briefing session will held on **9 September 2016** at the **PIC building, time 11:00 to 12:00 Block C, Riverwalk Office Park, 41 Matroosberg Road, Ashlea Gardens, Extension 6, Menlo Park.**

A soft copy of the tender documents can be requested at the email address: **tenders@pic.gov.za** and such request must be accompanied by a copy of the deposit slip for the **non-refundable fee of R200,00 per document**. The fee must be paid to the following PIC bank account: **Bank: Standard Bank; Branch: Arcadia; Branch Code: 01 08 45; Account name: PIC; Account Number: 011259353.**

Hard copies of the tender document are also available for collection **from 5 September 2016 at the following address (proof of payment must be submitted when collection of document is taken place): Public Investment Corporation (PIC), Block C, Riverwalk Office Park, 41 Matroosberg Road, Ashlea Gardens, Extension 6, Menlo Park 0001.**

**Closing date for submission: 5 October 2016.**

**Enquiries: tenders@pic.gov.za**



**Sunday Times (Tender/notices section): 4-9-2016**