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**Notice to Tenders: 1**

**Tender Number: 009S/2025/26**

**Description: SUPPLY, PROVISION OF PROFESSIONAL SERVICES FOR INFORMATION SYSTEMS, COMMUNICATION AND TECHNOLOGY SERVICES.**

**Box Number: 244**

**Closing date: 12 August 2026**

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**Tenders should take note of the following:**

This "Notice to Tenders" forms an integral part of the Contract and is to be bound into the Tender Document and returned with the tender submitted.

**1. ELECTRONIC SCHEDULE OF RATES**

Attached find the Electronic Excel Schedule of Rates.

Tenderers are referred to **clause 2.2.12 – Submitting a tender offer** for more information on the submission of the electronic schedule of rates and completed tender document inclusive of C.4 Pricing schedule.

Tenderers are required to submit one (1) electronic excel copy (on a USB Flash drive), and complete C.4 – Pricing Schedule in the tender document.

- 9S\_2025\_26\_Schedule of Rates Final – 2026

Tenderers are to note that the hard copy pricing schedule within this tender needs to be completed in full within the tender document for the Schedule that is being tendered for in C.4 Pricing Schedule.

Tenderers should note that the hard copy pricing schedule below C.4 still needs to be completed for each section being tendered for and that the electronic schedule will only be used as a means for the City to enable a more efficient evaluation process.

Should an electronic schedule of rates be submitted along with completed tender document and C.4 Pricing schedule below. The Electronic schedule must be an exact replica of each other. Tenderers are to note that if discrepancies exist between the hard copy pricing schedule, namely C.4 Pricing Schedule and that of the Electronic Schedule of rates submitted with your submission, the hard copy pricing schedule C.4 will be utilised for evaluation purposes.

Tenderers are to return a signed copy of this notice/addendum/attachment, with the submission of their Tender.

Yours Faithfully,

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**On behalf of Director: Supply Chain Management**

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**WRITTEN ACKNOWLEDGEMENT OF RECEIPT FOR NTT1-009S/2026/27**

At ..... on this ..... Day of ..... 2026.

Signature: .....

Name of Signatory: .....  
(in ink and capitals)

TENDERER: .....  
(Legal Name of tendering entity in ink and capitals)