



KWAZULU-NATAL LEGISLATURE

AN ACTIVIST PEOPLE-CENTRED LEGISLATURE

REQUEST FOR INFORMATION (RFI)

PROPOSALS ARE INVITED FOR THE UNDER-MENTIONED REQUIREMENTS OF THE KWAZULU-NATAL LEGISLATURE

Information is required from Respondents to recommend solutions or technologies for improved operational efficiencies in respect of Invoice Tracking and Supplier Database Management. The Legislature therefore wishes to undertake a Request for Information for the following:

Reference	Description	Closing date & Time
KZNL- RFI 01/2017	Invoice Tracking Solution	09 November 2017 at 11h00
KZNL- RFI 02/2017	Supplier Database Management	09 November 2017 at 11h00

KZN Legislature invites all interested parties to respond to the above mentioned RFI. The RFI documents may be accessed on and after **Wednesday, 18 October 2017**, from KZN Legislature's website at: www.kznlegislature.gov.za/bids and the eTender Publication Portal via the following link www.etenders.gov.za Hard copies of the RFI documents will only be available until **16h00 on Wednesday, 01 November 2017**.

No briefing session will be conducted.

Duly completed Request for Information documents in plain, sealed envelopes and clearly marked "**Request for Information (RFI) for Invoice Tracking Solution**" and **or "Request for Information (RFI) for Supplier Database Management"** should be deposited in the tender box located at the **Ground Floor, 244 Langalibalele Street, Pietermaritzburg**.

NOTES:

1. Proposals must be on the official bid form which shall be completed in all respects and all information must be supplied as stipulated in the RFI document.
2. Proposals must be submitted in sealed envelopes, separate envelopes must be used for each bid invitation.
3. Proposals must be addressed as directed in the RFI document, i.e. front of the envelope must reflect the RFI number, description, closing date, and time as well as the name and address of the firm. The name and address of the organisation must be written on the reverse side of the envelope.
4. RFI invitation documents are available from the Supply Chain Management Office, KZN Legislature Building, 244 Langalibalele Street, Pietermaritzburg and on the KZN Legislature's website at: www.kznlegislature.gov.za/bids

SCM enquiries: Ms Buthelezi, tel. (033) 355 7548.