

RFQ: 10/11/25/SFSPosterboards

SPECIFICATIONS

Rental of Poster Boards (including set-up)

The Academy is participation in the Science Forum South Africa and the requires the following.

- Venue: CSIR Conference Centre Pretoria
- Days required: 26 – 28 November
- Free-standing double-sided poster boards
- To fit 1 posters per side (poster size: A1)
- 2 poster boards the same or similar to image below.



Deadline for quote: **17 November 2025**

Delivery: **26 November 2025**

EVALUATION CRITERIA

The evaluation criteria will be based on Tax compliance, specifications and pricing.

SUPPORTING DOCUMENTATION

- A quotation for the service. Costs should include VAT and quotations must reflect a cost breakdown where applicable.
- A service provider should comply with the specifications.
- A valid Tax Compliance Status Pin and signed SBD forms should accompany the quotation.
- Copy of a valid enterprise registration.
- Copy of the latest CSD Report.

PLEASE NOTE:

- Quotations must be emailed to SCM at the email address, scm@assaf.org.za.
- Quotations should be valid for at least 30 days.
- Quotations must reflect a cost breakdown where applicable, prices quoted must be inclusive of VAT. In case of a Non-Vat Vendor please indicate so.
- ASSAf has the right to withdraw any bid invitation at any time within the validity period.

ASSAf will not award the contract to any bidder who does not comply with the terms and conditions of the bidding document and will at its own discretion appoint next qualifying supplier.