

## 1.0 Tender Cover Letter

**Self-Register to gain access to e-tenders:**

<http://www.telkom.co.za/sites/aboutus/procurement/tenderbulletins/>

**If you already have your log in and password, go to:** <https://srmpportal.telkom.co.za/irj/portal>

You must first **register** using the first link. If registered already, log in using the second link. Once you are inside the e-sourcing website, please login and send Telkom you're "**Intend to Respond**" by clicking on **Request an invitation to this event** on the workbench under **Upcoming Events**.

You may send us your **Intent to respond** until the **Tender Closing date**. Guidelines for registering and responding to Tenders are available on the Telkom tender Bulletin webpage. You will be able to access Tender documentation once Telkom accepts your Intent to Respond.

|                                  |  |
|----------------------------------|--|
| <b>Tender Open for Response:</b> | 24 December 2015   |
| <b>Tender Closing Date</b>       | Electronic tender responses should be submitted <b>before 11:00 (local RSA time) 15 February 2016</b>  |
| <b>RFx No:</b>                   | <b>RFI-00017-2015: RFI_Retail ICT BSS</b>  |
| <b>DESCRIPTION:</b>              | The objective of this RFI (Request for Information) is to gather market information from Service Providers ("Respondents") regarding the business solutions available in the market which Telkom may consider.   |
| <b>CONTACT DETAILS:</b>          | <p>All Technical (registration, access, password related) queries should be sent to <a href="mailto:ARS@telkom.co.za">ARS@telkom.co.za</a>.</p> <p>Only Tender specific or content related queries should be directed to the <b>Discussions tab</b> on e-sourcing. Please use email as your last resort</p> <p><b>Primary Contact: Mohamed Keeka</b><br/>(012) 311-2557 (Office)<br/><a href="mailto:keekami@telkom.co.za">keekami@telkom.co.za</a></p> <p><b>Secondary Contact: Irene Mc Quirk</b><br/><a href="mailto:mquirkim@telkom.co.za">mquirkim@telkom.co.za</a></p> |

| MILESTONES  | PLANNED DATE  |
|---|---|
| RFI opens   | <b>24 December 2015</b>                                     |
| Bidders briefing session  | To be confirmed   |
| Period for submission of questions before the Tender Closing Date | <b>From:</b> 24 December 2015<br><b>To:</b> 15 January 2016 |
| RFI closing date  | <b>15 February 2016</b>                                     |
| Shortlisting will be done by                                      | 31 March 2016   |
| RFP Release   | To be confirmed   |

|  |                 |
|--|-----------------|
| RFP closing date                       | To be confirmed |
| Presentations                          | To be confirmed |
| E-Auction Training                     | <b>N/A</b>      |
| E-Auction                              | <b>N/A</b>      |
| Notification to successful Respondents | To be confirmed |

*\*All dates subject to change*