

19 July 2024

**STRICTLY CONFIDENTIAL**

Dear Sir /Madam,

**RE: TENDER-INS/2023/2024/0008– APPOINTMENT OF THE PANEL OF SERVICE PROVIDERS TO SUPPLY AND DELIVER CORPORATE BRANDED PROMOTIONAL ITEMS/MATERIALS TO INSETA, FOR A PERIOD OF THREE (3) YEARS AS AND WHEN REQUIRED.**

Due to the delays in the evaluation process and other internal processes, we hereby request an extension of the Tender validity period until **30<sup>th</sup> August 2024**.

The terms and conditions applicable to the original RFP will remain unaltered and will apply despite the extension.

Please indicate if the above terms and conditions are acceptable and if you agree to the extension. Should you accept, please indicate by signing this letter and email it back to [bids@inseta.org.za](mailto:bids@inseta.org.za).

Yours faithfully

  
\_\_\_\_\_  
**Gugu Mkhize**  
**INSETA CEO**

Date \_\_\_\_\_

On behalf of \_\_\_\_\_ (bidder name) I  
hereby accept/do not accept the extension of the Tender validity period.

Contact Person: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_