



POLMED

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RFI Description	Information Request for Implementation of an Enterprise-Wide Document and Records Management Solution
RFI Reference	RFI02/2023/Document Management Solution
Name of institution	South African Police Service Medical Scheme ('POLMED')
Date of advertisement	26 May 2023
Opening date for submissions	01 June 2023 All prospective bidders are to submit their documents together with the completed forms electronically via email to procurement@polmed.co.za
Briefing Session Information	Briefing Session: 01 June 2023 Time:14H00 Venue:Team's Meeting Request Team's meeting at procurement@polmed.co.za
Bid submission deadline	09 June 2023 Submissions will be closed to prospective bidders on 09 June 2023 at 12h00. All submissions submitted past this deadline will be disregarded. RFI submissions are to be submitted electronically via email to procurement@polmed.co.za OR through the tender box situated at POLMED House in Lynnwood.
Obtaining bid documents	RFI documents can be obtained from the POLMED website under "Procurement" at www.polmed.co.za , alternatively these documents may be requested from procurement@polmed.co.za
Important information	It is the prospective bidder's responsibility to obtain documents in time so as to ensure responses reach POLMED timeously. POLMED will not be held responsible for any delays in submissions. No extensions will be granted.