



**TO: EXECUTIVE DIRECTORS
GROUP HEADS
DIRECTORS
MANAGERS**

**SUBJECT: CUT OFF DATE FOR REQUEST FOR PROPOSAL
(RFP) / TENDERS**

The above matter has reference

Please note that in compliance with the provisions of the Promotion of Administrative Justice Act 2000 (PAJA), the City of Johannesburg is required to, as far as possible, refrain from advertising any tender during the December festive season as most businesses will be closed.

The cut-off dates for RFP are as follows:

| DATE | TIMELINE REMARKS |
|-------------------------|---|
| 15 December 2020 | Last date on which RFP adverts will be placed on the News Papers. |
| 17 January 2021 | Date on which advertisements for RFP's will resume. |

Considering the above, please ensure that your procurement requirements, are concluded in such a manner that your advertisements do not close during a period between the 15th of December 2021 and 17th of January 2022.

The unit will however re-open for submissions on 17th of January 2022 for tender advertisement.

Issued by:

Vumile Madasa

Assistant Director: Group Strategic Supply Chain Management (GSSCM)