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ANNEXURE B – REFERENCE TEMPLATE

The Bidder is required to use the reference letter template below to obtain clear and easily verifiable references in response to the bid requirements. *The Client details part of the template must be completed by the Clients of the bidder, who is bidding for this project giving reference to the service rendered in completed project*.

REFERENCE DETAILS	
BID DESCRIPTION	**APPOINTMENT OF A SAGE CERTIFIED BUSINESS PARTNER FOR THE CCSA EXISTING SAGE ENVIROMENTFOR MAINTENANCE, SUPPORT, DATA-INTEGRITY AND INTEGRATION SERVICES FOR A PERIOD OF 36 MONTHS**
BID NUMBER	**BID0000015-26/27**
BIDDERS DETAILS	
Central Supplier Database: (CSD MAAA Number)	
Bidders Entity Legal Name	
CLIENT DETAILS	
Entity Legal Name	
Client Contact person	
Designation	
Contactable email address	
Contact number	
Company Experience in Sage Support Services	CCSA reference template must be *fully* completed and signed: Reference template reflecting experience in maintenance, support and integration *(ERP/API/Web)* services of **Sage 300 People** The Bidder must have a minimum of five (5) contactable references completed on the CCSA reference template provided with the TOR, for ERP services, which details the following: • Precise Service Description • Contact person, E-mail and contact number • Duration of the contract – (*start and end date of the contract- no ongoing projects or contracts will be accepted).*

	• Total value of the contract including VAT ***Bidders who submit an incomplete, unsigned reference templates that do not include information and details as outlined above shall be regarded as non-compliant and will not be considered during the evaluation process***
Total Contract Value (Including VAT)	
Contract Duration (start to end date)	
Reference Date:	
Signature:	
References must reflect information and standard services as listed in the Terms Of Reference. The Competition Commission reserves the right to validate the above information with the client reference as part of due diligence.	