



**TERMS OF REFERENCE:**  
**APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE**  
**GRAMMARLY SOFTWARE TOOL SOLUTION.**

<b>RFQ Number</b>	<b>ASA 04/12/2021</b>
<b>Advert Date</b>	<b>24 February 2022</b>
<b>Bid Closing date &amp; Time</b>	<b>09 March 2022 &amp; 12:00noon</b>
<b>Submissions</b>	<a href="mailto:Dmamaregane@agrement.co.za">Dmamaregane@agrement.co.za</a>

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## 1. BACKGROUND

Agrément South Africa was established by a Ministerial delegation of Authority in 1969. Since its inception, it has been administered by and housed at the Council for Scientific and Industrial Research (CSIR). The National Department of Public Works and Infrastructure (NDPW&I) has effectively managed the process of creating Agrément South Africa as a juristic person. The Agrément South Africa Bill was tabled before the National Council of Provinces and the National Assembly in Parliament and passed. The Agrément South Africa Act was accented to by the Honourable President of the Republic of South Africa as Act No. 11 of 2015. Agrément South Africa is an independent public entity for the technical assessment and certification of fitness-for-purpose of innovative building and construction products or systems.

The main objects of Agrément South Africa are:

- To provide assurance of fitness-for-purpose of non-standard construction related products and systems to specifiers and users.
- To support and promote the process of integrated socio-economic development in the Republic as it relates to the construction industry.
- To support and promote the introduction and use of certified non-standardised construction related products or systems in the local or international market.
- To support policy makers in minimizing the risk associated with the use of non-standard construction related product or system; and
- To be an impartial and internationally acknowledged South African centre for assessment and confirmation of fitness-for-purpose of non-standard construction related products or systems.

## 2. INVITATION FOR QUOTATION

Agrément South Africa extends a call for the submission of proposals from suitable service providers, for Grammarly software tool Solution for Agrément South Africa.

## 3. SCOPE OF WORK

The appointed service provider will be expected to perform the following services as duties and responsibilities: Customize

12-month License subscription per user (45 User)

Solution deployment and Training for all users

Support is required for the 6 months

**innovative construction product assessments**

## Required Features

Tool should be a comprehensive writing tool that helps organizations write clear, flawless text that will impress our readers. Software tool that, you'll build writing skills while you're correcting grammar, spelling, and punctuation mistakes as well as sentence structure problems, misused words, typos, and more.

Grammarly while you write in desktop applications and sites across the web—as you move between apps, social media, documents, messages, and emails, Teams.

## 4. DELIVERABLES/EXPECTED OUTPUTS

The service provider is expected to provide a complete Grammarly software solution within 1 years of appointment.

- Spelling correction.
- Example of grammar, spelling, and punctuation
- Eliminate spelling errors.
- Grammar
- Punctuation
- Conciseness

## 5. Requirements for Submission ( Note that failure to comply with the below may lead to disqualification )

- Company must be registered on CSD. It must be noted that no contract with a service provider will be entered if such service provider is not registered on the CSD,
- Valid B-BBEE Certificate or Sworn affidavit (certified if it is a copy)
- Completed and Signed Standard Bidding Document SBD 4, SBD 6.1, SBD 8 and SBD 9.
- Signed General Conditions of Contract.
- Quote/Pricing
- The Company Must be a Grammarly Partner Service provider
- A detailed Project Plan on a Gannt Chart format
- Certificate MSOffice 365,
- Certificate Cloud
- Certificate Azure
- Certificate security