

ADDENDUM NUMBER ONE TO THE BIDDING DOCUMENT



Production of

Motion Graphics for Generic Animation Videos for SADC Quality Awards

Contract Reference Number: **SADC/3/5/4/126.**

Procuring Entity: **SADC SECRETARIAT**

Issue Date: 24 February 2026

Purpose: The purpose of this Addendum is to communicate changes of the closing time of the tender, closing time for response to clarifications and currency to be quoted in quotation.

Note: Please take note of the following changes:

- 1. The deadline for submission of your quotation is now 2 March 2026 at 00:00 Midnight Botswana Local time.**
- 2. The closing time for response to clarification is now 26 February 2026 at 16:30 Hrs.**
- 3. Page number .1 Point no.5 (i) - PRICES: The prices should be in USD currency or any other convertible currency including all duties attached to the sale of goods (such as VAT, customs duties, etc.) and transport to the final destination.**

Bidders shall review the Addendum requirements in detail and incorporate any effects the Addendum may have in their proposals.

All bidders are kindly requested to take note of this change. All other terms and conditions remain unchanged.

End of Addendum

Southern African Development Community

CBD Plot 54385

Phone: (267) 395 1863 | Fax: (267) 397-2 848

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Signed with Impression - Chain of Custody



Signature Request

Signature Request ID:	80f3ddb-b-a93a-4425-9627-1dd089eab56f	Timestamp:	2026-02-24 12:44:14 GMT
Signee Name:	Diana Sello	Sender Name:	Diana Sello
Request Type:	WebSigning	Request Status:	WEBVIEWER SIGNED

Original Document

Document Name:	Addendum One Graphics for Generic Animation Videos ExAntee.pdf	Document Size:	150.0 KB
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Email Evidence

Signee Email:	dsello@sadc.int	Email Subject:	Not available in Silent Mode
Email Sent Timestamp:	Not available in Silent Mode	Email Opened Timestamp:	Not available in Silent Mode

Web Evidence

Signee IP Address:	102.165.133.20	Request Timestamp:	2026-02-24 12:43:47 GMT
Signee GPS (if shared):	BW: Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/145.0.0.0 Safari/537.36	Terms Accepted Timestamp:	2026-02-24 12:43:59 GMT

Annotations and Modifications

Signature Count:	1	Form Fields Filled Count:	0
Text Annotation Count:	0	Initial All Pages Count:	0
Single Initial Count:	0		

Signing Evidence

Signee Mobile:	+27000000000	Sign Type:	WebSigning
Security Challenge:	NONE	Part of Workflow:	NONE

Chain Of Custody Generation

Attached Document Name:	20260224T124413.946119Z Addendum One Graphics for Generic Animation Videos ExAntee.pdf	Attached Timestamp:	2026-02-24 12:44:14 GMT
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Signature Request

Signature Request ID:	95e6d1b3-12d2-4ce2-82a3-9d79990caf25	Timestamp:	2026-02-24 13:31:30 GMT
Signee Name:	Thomas Chabwera	Sender Name:	Thomas Chabwera
Request Type:	WebSigning	Request Status:	WEBVIEWER SIGNED

Original Document

Document Name:	Addendum One Graphics for Generic Animation Videos ExAnte.pdf	Document Size:	241.2 KB
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Email Evidence

Signee Email:	tchabwera@sadc.int	Email Subject:	Not available in Silent Mode
Email Sent Timestamp:	Not available in Silent Mode	Email Opened Timestamp:	Not available in Silent Mode

Web Evidence

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Signee GPS (if shared):	BW: Mozilla/5.0 (X11; Linux x86_64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/145.0.0.0 Safari/537.36	Terms Accepted Timestamp:	2026-02-24 13:31:07 GMT

Annotations and Modifications

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Text Annotation Count:	0	Initial All Pages Count:	0
Single Initial Count:	0		

Signing Evidence

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Security Challenge:	NONE	Part of Workflow:	NONE

Chain Of Custody Generation

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