



**INFORMATION
REGULATOR
(SOUTH AFRICA)**

*Ensuring protection of your personal information
and effective access to information*

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Johannesburg, 2191, Gauteng Province, South Africa
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SUPPLY CHAIN MANAGEMENT SPECIFICATION		
Name of Directorate	Information Regulator	
Date of Specification	18 August 2026	
Preference Points Applicable	80/20 Principle	
Closing Date	02 September 2026 @ 17:00 PM	
Contact Number	083 383 7386	
Venue for delivery of goods / services	Woodmead North Office Park, 54 Maxwell Drive, Woodmead, Johannesburg, 2191	
Contact E-mail	SCM@inforegulator.org.za	
Contact Person	Phindulo Maphangula/ Lesego Korae	
TRANSLATION AND DELIVERY OF SESOTHO POPIA RULES OF PROCEDURE IN SOFT COPY FORMAT.		
Specification to be supplied	Qty	Description
Translation and delivery of Sesotho POPIA rules of procedure in soft copy (translation will be done from the English Rules).	1 (Sesotho POPIA Rules of Procedure in soft copy format.)	1. Background The Information Regulator (Regulator) has developed the Protection of Personal Information Act 4 of 2013 (POPIA) Rules of Procedure for the Enforcement Committee in terms of section 92(2) of POPIA. To enhance accessibility and promote the use of official languages, the Regulator seeks to appoint a suitably qualified service provider to translate the approved English Rules of Procedure into Sesotho. 2. Specifications/ scope of work The appointed service provider will be required to:

	2.1. Translate the approved English version of the POPIA Rules of Procedure into: • Sesotho. 2.2. Ensure that the translations accurately reflect the legal meaning, terminology, context and intent of the original English Rules. 2.3. Proofread and quality assure the translated Rules to ensure that they are: • grammatically correct; • free from spelling and typographical errors; • linguistically accurate; • consistent in terminology; and • suitable for publication. 2.4. Preserve the formatting, numbering, headings, tables, references and overall layout of the English version in both translated Rules. 2.5. Incorporate any reasonable comments or amendments provided by the Regulator following its review of the translated Rules.
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Others – Important

- **The service provider is required to register their Information Officer (IO) on the Information Regulator’s eServices portal.**

Quotations must be accompanied by the following company documents:

- Valid copy of Tax Compliance Status Pin;
- Original certified BBBEE Certificate/ Sworn Affidavit;
- CSD registration report not older than three (3) months
- Completed and signed SBD 4 and SBD 6.1

Quotations received after the closing date and not in compliance with the specifications/ terms of reference will be disqualified.

SPECIFICATION SIGNED OFF BY:	
Name	Adv SM Ludidi
Position	Acting Chief Legal Officer
DocuSigned by:  2DD0F8543896468... 18/08/2026 Signature Date	