

Scope of Work for RFQ: Adobe Creative Suite & Nitro Pro Annual License

1. Introduction

This Request for Quotation (RFQ) outlines the requirements for the procurement of an annual license for Adobe Creative Suite and Nitro Pro software. The goal is to acquire the necessary licenses to support design, creative work, document management, and PDF editing needs within the organization.

2. Software Requirements:

Adobe Creative Suite Annual License:

License Type: Annual subscription for Adobe Creative Cloud

Software Included: Full access to the latest versions of the following Adobe Creative Cloud applications:

Adobe Photoshop

Adobe Illustrator

Adobe InDesign

Adobe Premiere Pro

Adobe After Effects

Adobe Lightroom

Adobe Acrobat Pro

Additional Adobe apps included in the subscription, as needed.

Version and Updates: License includes the most recent version of the software and access to any updates or new releases during the subscription period.

Nitro Pro Annual License:

License Type: Annual subscription for Nitro Pro.

Software Features:

PDF editing (create, edit, annotate, and convert PDF files).

Secure document signing (digital signatures).

Document collaboration and review tools.

File conversion tools (Word, Excel, PowerPoint, etc. to PDF and vice versa).

Version and Updates: License includes the latest version and updates for the duration of the subscription.

7. Pricing Schedule

Quantity	Description of Item	Unit Price	Total Amount
1	Adobe Creative Suite Annual License		
1	Nitro Pro Annual License		
Subtotal (Exc.VAT)			R
VAT (@15%)			R
Grand Total (Inc.VAT)			R