

**AUTHORISATION**

PLEASE PRINT IN BLOCK LETTERS

**▶ DETAILS BELOW TO BE COMPLETED BY YOUR ACCOUNTS DEPARTMENT**

For the Attention of (L2B Representative's Name): \_\_\_\_\_

Company Name: \_\_\_\_\_

Company CK or CC No.:  VAT No:

How did you hear about us? (eg: Google, Telesales, etc.): \_\_\_\_\_

Accounts Contact (Full Name & Surname): \_\_\_\_\_

Accounts E-mail: \_\_\_\_\_

NB: WRITE YOUR E-MAIL ADDRESS AS CLEARLY AS POSSIBLE TO AVOID AN E-MAIL DELIVERY FAILURE

Postal Address: \_\_\_\_\_ Code: \_\_\_\_\_

Physical Address: \_\_\_\_\_ Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_

Please indicate your subscription choice: (prices are monthly & exclude VAT)  
 Kindly complete an Advisory form for each user you require

Subscription Start Date: dd / mm / 20\_\_

Packages :	Monthly	Additional User(s)
Tenders South Africa	<input type="checkbox"/> R1 139.13	<input type="checkbox"/> x R 420.00
Tenders Africa	<input type="checkbox"/> R1 373.91	<input type="checkbox"/> x R 560.00
Tenders (South Africa & Africa)	<input type="checkbox"/> R1 971.30	<input type="checkbox"/> x R 560.87
Projects (South Africa & Africa)	<input type="checkbox"/> R2 432.17	<input type="checkbox"/> x R1 066.96
Leads 2 Quotes	<input type="checkbox"/> R2 016.52	<input type="checkbox"/> x R1 410.43
Open Quotes	<input type="checkbox"/> R 239.13	<input type="checkbox"/> x R 239.13

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Monthly Debit Amount R \_\_\_\_\_  
 (excl. VAT)

**DEBIT ORDER ACCOUNT DETAILS:**

To: Leads 2 Business (abbreviated name as registered with the bank: L2B)

Please debit my/our account once a month on the:  15th of the month OR  the last working day of the month

Authority Given by/ Name of Account: \_\_\_\_\_

Name of Bank: \_\_\_\_\_

Account number:  Branch name: \_\_\_\_\_

Branch code:  Account type:  Current  Transmission  Savings Other: \_\_\_\_\_

Monthly Debit Amount R \_\_\_\_\_ (excl. VAT) Annual Debit Amount R \_\_\_\_\_ (excl. VAT)

Terms & Conditions, Continued Overleaf...

**X** Initial here

For Office Use Only: Username: \_\_\_\_\_ Password: \_\_\_\_\_

AE: \_\_\_\_\_ UCID: \_\_\_\_\_

Pastel: \_\_\_\_\_ Account ID: \_\_\_\_\_ ACCID: \_\_\_\_\_

Subscribers File (xls)  FNB Bank Registered Date: \_\_\_\_/\_\_\_\_/20\_\_\_\_ Registered Time: \_\_\_\_:\_\_\_\_

\_\_\_ Pro-Rata Days added  Saved to NAS Phoned Date: \_\_\_\_/\_\_\_\_/20\_\_\_\_ Phoned Time: \_\_\_\_:\_\_\_\_

Proof of Account Supplied  E-mail AE & AC Spoke to: \_\_\_\_\_

**AUTHORISATION**

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**▶ TO BE COMPLETED & DETAILS AUTHORISED BY YOUR BANK ACCOUNT SIGNATORY**

**A. Terms and Conditions**

This signed Authority and Mandate refers to our contract dated ("the Agreement"). I/We hereby authorise you to issue and deliver payment instructions to your Banker for collection against my/our nominated account at my/our nominated Bank (or any other bank or branch to which I/we may transfer my/our account) on condition that the sum of such payment instructions will never exceed my/our obligations as agreed to in the Agreement and commencing on and continuing until this Authority and Mandate is terminated by me/us. The individual payment instructions so authorised to be issued must be issued and delivered as per overleaf.

In the event that the payment day falls on a Sunday, or recognised South African public holiday, the payment day will automatically be the last working day prior to the debit date. I/We understand that the withdrawals hereby authorised will be processed through a computerised system provided by the South African Banks. I/We also understand that details of each withdrawal will be printed on my bank statement. Such must contain a number, which must be included in the said payment instruction and if provided to me should enable me to identify the Agreement. This number must be added to this form in Section E before the issuing of any payment instruction. I/We agree to pay any bank charges relating to this debit order instruction.

The physical address provided is our domicillium citandi et executandi. I/We understand and agree that I/we will be liable for all outstanding monies which may be due to Leads 2 Business for services which I/we used. I/We also agree that I/we will be held liable for all interest, collection cost and/or any fees which may occur should the account be handed over for collection. I/We understand clearly that Leads 2 Business has the right to place a listing on Credit Bureau should I/we fail to settle the account in full. Receipt of this instruction by you shall be regarded as receipt thereof by my/our bank. Leads 2 Business does everything in its power to ensure that clients receive the most qualified leads possible, however it cannot guarantee work from leads received, therefore, payment cannot be withheld should the leads provided not result in work.

**X** Initial here

**B. Mandate**

I/We acknowledge that all payment instructions issued by you shall be treated by my/our nominated Bank as if the instructions have been issued by me/us personally.

**C. Cancellation**

**Should you wish to unsubscribe, we require fourteen (14) days notice prior to the next debit run.** I/We agree that cancellations made directly through our bank alone will not suffice as a cancellation of this agreement. Written notice of cancellation is required and must be faxed through to 033 343 5882 or emailed to Accounts@L2B.co.za. A maximum suspension period of three (3) months is allowed, with an automatic suspension activation after which, the account will be de-activated. Suspension requests must be received by L2B in writing. I/We shall not be entitled to any refunds of amounts which you have withdrawn while this authority was in force if such amounts were legally owing to you.

**X** Initial here

**D. Assignment**

I/We acknowledge that this Authority may be ceded or assigned to a third party if the Agreement is also ceded or assigned to that third party, but in the absence of such assignment of the Agreement, this Authority and Mandate cannot be assigned to any third party.

**E. Agreement Reference Number**

This Agreement's reference number is: \_\_\_\_\_ (This will be supplied by L2B)

**Kindly Note:**

- 1. The first debit will include an adjustment for the balance of the first month.
- 2. All subscriptions are payable in advance.
- 3. Rates are subject to an annual increase in March.

Name & Surname of Authorised Signatory on Bank Account: \_\_\_\_\_

ID Number:                      Designation: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Signature: **X** \_\_\_\_\_

Signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ /20\_\_\_\_\_

Your subscription will be processed on receipt of e-mail/fax, with all relevant forms completed, signed and initialled.

**▶ DETAILS BELOW TO BE COMPLETED BY YOUR ACCOUNTS DEPARTMENT**

For the Attention of (L2B Representative's Name): \_\_\_\_\_

Company Name: \_\_\_\_\_

Company CK or CC No.:                      VAT No:

How did you hear about us? (eg: Google, Telesales, etc.): \_\_\_\_\_

Accounts Contact (Full Name & Surname): \_\_\_\_\_

Accounts E-mail: \_\_\_\_\_

NB: WRITE YOUR E-MAIL ADDRESS AS CLEARLY AS POSSIBLE TO AVOID AN E-MAIL DELIVERY FAILURE

Postal Address: \_\_\_\_\_ Code: \_\_\_\_\_

Physical Address: \_\_\_\_\_ Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_

Please indicate your subscription choice: (prices are annual & exclude VAT)  
 Kindly complete an Advisory form for each user you require.

Subscription Start Date: dd / mm / 20  

Packages:	Annually	Additional User(s)	Notes:
Tenders South Africa	<input type="checkbox"/> R13 669.57	<input type="checkbox"/> x R 5 040.00	_____
Tenders Africa	<input type="checkbox"/> R16 486.96	<input type="checkbox"/> x R 6 720.00	_____
Tenders (South Africa & Africa)	<input type="checkbox"/> R23 655.65	<input type="checkbox"/> x R 6 730.44	_____
Projects (South Africa & Africa)	<input type="checkbox"/> R29 186.09	<input type="checkbox"/> x R12 803.52	Annual Deposit Amount R _____ (excl. VAT)
Leads 2 Quotes	<input type="checkbox"/> R24 198.26	<input type="checkbox"/> x R16 925.16	
Open Quotes	<input type="checkbox"/> R 2 869.57	<input type="checkbox"/> x R 2 869.57	

KINDLY DEPOSIT FUNDS AND REMIT PROOF OF PAYMENT TO: FAX: +27(0) 33 343 5882 E-mail: Accounts@L2B.co.za

**For Tenders, Projects & Leads 2 Quotes, deposit funds to:**

Account name: Cedrus Internet Solutions (Pty) Ltd.  
 Bank: First National Bank  
 Branch: Boom Street, PMB, (221325)  
 Account number: 620 1825 1223

**For Open Quotes, deposit funds to:**

Account name: CIS Administration Trust  
 Bank: First National Bank  
 Branch: Boom Street, PMB, (221325)  
 Account number: 623 5117 0271

**Terms and Conditions**

- All subscriptions are payable in advance and proof of payment is required prior to registration.
- Payment will be requested by an emailed invoice, up to fourteen (14) days before due date of payment. Should payment not be made by due date, Leads 2 Business reserves the right to deactivate access to the website.
- A maximum suspension period of three (3) months is allowed, after which the account will automatically be reactivated. An emailed invoice will be issued, up to fourteen (14) days before reactivation date. Suspension requests must be received by L2B in writing.
- All subscriptions are ongoing, should you wish to unsubscribe we require fourteen (14) days notice in writing. Notice to be faxed to 033 343 5882 or emailed to Accounts@L2B.co.za.
- Rates are subject to an annual increase in March.
- The above physical address is our domicillium citandi et executandi and I/we also understand and agree that I/we will be liable for all outstanding monies which may be due to Leads 2 Business for services which I/we used. I/we also agree that I/we will be held liable for all interest, collection cost and/or any fees which may occur should the account be handed over for collection. I/we understand clearly that Leads 2 Business has the right to place a listing on Credit Bureau should I/we fail to settle the account in full. Leads 2 Business does everything in its power to ensure that clients receive the most qualified leads possible, however it cannot guarantee work from leads received, therefore, payment cannot be withheld should the leads provided not result in work.

**X** Initial here

Full Name & Surname of Authorised Signatory : \_\_\_\_\_

ID Number:                      Designation: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Signature: **X**

Signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

For Office Use Only: Username: _____		Password: _____	
AE: _____		UCID: _____	
Postal: _____		Account ID: _____	
ACCID: _____		ACCID: _____	
<input type="checkbox"/> Subscribers File (xls)	<input type="checkbox"/> FNB Bank	Registered Date: _____/_____/20____	Registered Time: _____:_____:____
<input type="checkbox"/> E-mail AE & AC	<input type="checkbox"/> Saved to NAS	Phoned Date: _____/_____/20____	Phoned Time: _____:_____:____
Spoke to: _____			

Your subscription will be processed on receipt of e-mail/fax, with all relevant forms completed, signed and initialled.

## ADVISORY

## SELECTIONS

PLEASE PRINT IN BLOCK LETTERS

### ▶ DETAILS BELOW TO BE COMPLETED FOR THE **USER WHO WILL RECEIVE OUR LEADS**

For the Attention of (L2B Representative's Name): \_\_\_\_\_ Date: dd/mm/20 \_\_\_\_\_  
 Company Name: \_\_\_\_\_ Branch Name: \_\_\_\_\_  
 User's Full Name & Surname: \_\_\_\_\_  
 Website Address: \_\_\_\_\_ User's Birthday: \_\_\_\_\_  
 User's E-mail address: \_\_\_\_\_  
 Postal Address: \_\_\_\_\_ Code: \_\_\_\_\_  
 Physical Address: \_\_\_\_\_ Code: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_  
 BBBEE Status: \_\_\_\_\_ BBBEE Class: \_\_\_\_\_ CIDB Ratings/Class: \_\_\_\_\_ PE:   
 CSD:  CSD No. \_\_\_\_\_ Capacity:  Material  Labour  Material & Labour  
 Consultant  Contractor  Country-wide Supplier  Continental Supplier  Receive RFQs  Register Vendor  
 Serviceable Regions: \_\_\_\_\_  
 Company Description: Give details of your Trades/Scope of works & detail the services/products that are unique to your company) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Activate this user for the following Service(s):  Projects  Tenders  Leads 2 Quotes  Open Quotes

#### YOUR PROFILE SELECTIONS

##### Tender Advisory:

- Africa
- South Africa
- Building & Construction News

- Tender Awards Advisory
- Receive ALL Awards regardless of filters
- Tender Keyword Advisory
- Keywords Ignore Profile filters
- Receive re-advertised/ re-tendered Tenders
- Receive an Advisory even if there are no results

- Projects Advisory
- Project Weekly Report
- Project Fortnightly Report
- Project Monthly Report
- Enable Automatic Monitoring of Projects based on Project Advisory Filter Settings

#### REGIONS:

**SOUTH AFRICA**  
(Applies to  Tenders &  Projects)

- Eastern Cape
- Free State
- Gauteng
- KwaZulu-Natal
- Limpopo
- Mpumalanga
- North West
- Northern Cape
- Western Cape

**AFRICA**  
(Applies to  Africa Tenders &  Projects)

- Angola
- Botswana
- DRC
- Ethiopia
- Eswatini (Swaziland)
- Ghana
- Kenya
- Lesotho
- Madagascar
- Malawi
- Mauritius
- Mozambique
- Namibia
- Nigeria
- Republic of Congo
- Seychelles
- Tanzania
- Uganda
- Zambia
- Zimbabwe

#### TENDER CATEGORIES

- Air Con & Refrigeration
- Alternate Energy
- Building
- Consultants
- Demolition & Blasting
- Electrical & Instrument
- Facilities Management
- Fencing
- Fleet Management & Transportation
- Infrastructure
- IT & Telecom
- Materials & Supplies
- Mechanical
- Plant & Machinery
- Security & Fire
- Supplier Database
- Trades

#### TENDER VALUES

- CIDB 1: R 0 - R 500 000
- CIDB 2: R 500 000 - R 1 Million
- CIDB 3: R 1 Million - R 3 Million
- CIDB 4: R 3 Million - R 6 Million
- CIDB 5: R 6 Million - R 10 Million
- CIDB 6: R 10 Million - R 20 Million
- CIDB 7: R 20 Million - R 60 Million
- CIDB 8: R 60 Million - R 200 Million
- CIDB 9: R 200 Million Plus

#### TENDER KEYWORDS

01. \_\_\_\_\_
02. \_\_\_\_\_
03. \_\_\_\_\_
04. \_\_\_\_\_
05. \_\_\_\_\_

#### PROJECT CATEGORIES

- Building
- Infrastructure

#### PROJECT STATUS

- Conceptual
- Procedural
- Design
- Tender
- Awarded
- Underway
- Complete

#### PROJECT VALUE

- R 0 - R 30 Million
- R 31 - R 60 Million
- R 61 - R 100 Million
- R 100 Million Plus

#### INDUSTRIES

(Applies to  Tenders &  Projects)

- Factory & Warehousing
- Healthcare
- Hospitality & Leisure
- Industrial
- Institutional
- Mining
- Office & Commercial
- Power Grid
- Renovations
- Residential
- Retail
- Road
- Transport Terminal
- Water



# Leads 2 Quotes

An Industry solution  
that delivers.



SUBSCRIBE



## THE SOLUTION

Leads 2 Quotes (L2Q) is an electronic price enquiry system used by buyer's to facilitate communication between Contractors, Manufacturers and Suppliers.

Leads 2 Quotes has modernized the buyer's process stimulating future growth of businesses through efficient electronic tendering.

Translate your Bills of Quantities into various electronic formats ensuring multi-platform compatibility. Select your preferred Vendors from our construction directory of over 90 000 companies and generate request quotes via email & fax for pricing.

These emails include your company branding, terms & conditions, drawings, addendums and specifications.

The Vendor can respond with their pricing, terms and conditions within a stipulated time period.

## SUPPORT

We want your company to excel and for this reason training is included when you subscribe to our service.






We take a proactive approach to support, if we receive notification of an email problem from your ISP, we will contact you to try and sort it out.

We offer Online support via Live Help. If there is a feature you need assistance with or a query you need to raise, we are only a click or a call away.

Peace of mind:

Our dedicated support team will follow up on your Requests for Quotes (RfQ's) & update you accordingly on their response.

## THE BENEFITS

-  One Integrated System.
-  L2Q equips buyers with the ability to transfer Bill of Quantities into various electronic formats, for ease of use.
-  Customised trade mapping in accordance with your company's needs enables you to specify your areas of own work.
-  All pricing information can be downloaded or emailed to spreadsheet software insuring multi-platform compatibility.
-  Quick & easy access to a database of vendors / suppliers from localised businesses within the area of the tender with the added flexibility to mark them as your preferred supplier / vendor.

# Leads 2 Quotes

**Leads 2 Quotes - wider spread quotes, more value.**

**Network with thousands of registered members on our Construction Directory.**



## 1. Request

The Buyer / Contractor requests the Project creation of an electronically coded Bill via [www.L2B.co.za](http://www.L2B.co.za)



## 5. Follow Up

The Leads 2 Business Control List Team follow up on responses by Vendors / Suppliers on behalf of the Buyer / Contractor.



## 2. E-Mail

After acquiring the Bill of Quantities (.xls), the Buyer / Contractor emails it to Leads 2 Business along with any drawings (.pdf)



## 6. Response

The Buyer/ Contractor can view the Response List as a summary online.



## 3. Convert. Code. Upload

We convert the file into our database format. The Bill is coded in accordance with your Trade Profile and uploaded to the Buyers / Contractors profile.



## 7. Tender

Buyer/ Contractor submits tender, based on pricing received from Vendors / Suppliers response.



## 4. Log in & Price

The Buyer / Contractor then logs onto [www.L2B.co.za](http://www.L2B.co.za) & sends out Requests for Quotes (RFQ's) using our database of Vendors / Suppliers listed on our Directory.

