

## DEPARTMENT OF PUBLIC WORKS MEMORANDUM

**TO : Assistant Manager: Pre-Bid And Adjudication Division**

(Attention:- .....)

(Forward to the BSC together with the DOW301 form)

### CERTIFICATE OF CORRECTNESS

**CLIENT** : DEPARTMENT OF \_\_\_\_\_

**WIMS NO.** : \_\_\_\_\_

**TENDER NO.** : ZNT \_\_\_\_\_ W

**LOCATION** : \_\_\_\_\_

**INSTITUTION** : \_\_\_\_\_

**SERVICE** : \_\_\_\_\_

I certify that the matters listed below have been checked for correctness and I am satisfied that no error / omission exists and that the project may be submitted for application for approval of Tender Document and application for advertisement thereof:-

- I am satisfied that the forms used at the time of preparing the document are the latest ones as contained on the Public Works Website
- The addresses / telephone and fax numbers of the Consultants and Department are correct
- The Tender and WIMS numbers are correct
- Checked page numbers in the Tender Document  
The page order of the document is in accordance with the Table of Contents.
- The drawings are bound with the document.
- The financial approval has been granted and will be attached to the submission seeking approval of the Tender Document to advertise the service.
- Estimate of Cost R\_\_\_\_\_
- A compulsory Site Inspection *is/is not required*.
- This copy of the Tender Document has been inspected for correctness and is submitted herewith.

\_\_\_\_\_  
**PROJECT MANAGER**

Name (print) : \_\_\_\_\_

\_\_\_\_\_  
**DATE**