

UNIVERSITY OF THE
WITWATERSRAND,
JOHANNESBURG



REQUEST FOR PROPOSAL (RFP)

WITS SERVICES DEPARTMENT - PROVISION OF BUS SERVICES

TENDER NO: WITS TENDER/2023:10

The **Wits Services Department** of the University of the Witwatersrand, Johannesburg in collaboration with the Purchasing Consortium of Southern Africa (PURCO SA) requests proposals from suitably qualified service providers for their Bus Services. The scope of information required includes three components (1) Hybrid Model (2) Field Trips (3) Adhoc Trips.

Eligibility criteria are stated in the tender documents. Only tenderers who meet the criteria are eligible to have their submissions evaluated.

Documents **MUST BE** downloaded to understand the scope and the requirements. Refer to <http://www.wits.ac.za/about-wits/tenders/> and the tender reference for more information related to this tender including registration, downloading of tender information and submission protocol. **The documents will be available for download on Wednesday, 26 April 2023 from 14h00.**

All tender-related queries must be addressed to the tender administrator at both e-mail addresses: **admin.tenders@wits.ac.za** AND **Bongani.Machobane@purcosa.co.za**. Tenderers may not contact any other University staff member and all questions must be submitted in writing to the e-mail addresses above.


Compulsory Registration of Intent to Bid: Please ensure that you register your e-mail address by **no later than Friday, 05 May 2023** with the tender administrator at the e-mail addresses indicated above. Failure to register timeously will result in the tenderer's bid not being accepted.

Non-Compulsory Briefing Session: A online information session will be facilitated via Microsoft Teams on **Tuesday, 09 May 2023 from 10h00 to 11h30**. Tenderers will be invited upon receiving their confirmation of intent to tender.

Submission Details: The closing date and time for the receipt for this RFP is on **Tuesday, 30 May 2023 at 23h59 hrs (before midnight)**. Telegraphic, telephonic, telex, facsimile, physical and late submissions will not be accepted.

Tender terms and conditions are included in the tender document. You expressly agree to be bound to these terms by submitting a response.

The University reserves its right to proceed with this request for proposal in full, in parts or not at all and call for a new RFP in the event of an unsatisfactory reply to this RFP invitation. The conditions of the RFP, instructions, and detail regarding the non-compulsory briefing meeting are stated in the RFP Data of the RFP Documents.

 20/04/2023