



**REQUEST TO TENDER  
TSHWANE UNIVERSITY OF TECHNOLOGY (TUT)**

**TENDER NO: TR 18-2024:  
APPOINTMENT OF AN ACCREDITED MICROSOFT LICENSING SOLUTION PARTNER (LSP) FOR  
THE PROVISION OF MICROSOFT CAMPUS AGREEMENT AND OTHER RELATED SERVICES**

Organizations with the necessary accreditation interested in undertaking to execute work necessary for the provision of Microsoft campus agreement and other related services for Tshwane University of Technology, are hereby invited to submit offers for the above-mentioned tender.

**NON-COMPULSORY INFORMATION SESSION:**

**Date:** Thursday, 8<sup>th</sup> August 2024

**Time:** 10:00 – 11:00

**Venue:** Online via MS Teams

All potential tenderers are required to register to attend the non-compulsory information session. Register at [purcosa.co.za/tenders](https://purcosa.co.za/tenders) no later than **9h00 on Thursday, 08 August 2024**. A confirmation email will be sent to tenderers with details with regards to the non-compulsory information session.

**Contact person for the purchase of tender documents for TR 18-2024 only:** Ms Nyiko Sithole, PURCO SA, email: [nyiko.sithole@purcosa.co.za](mailto:nyiko.sithole@purcosa.co.za) and copy Mr Lufuno Manyuha @ manyuhala@tut.co.za.

**PURCHASING OF TENDER DOCUMENTS**

Tender documents can be purchased at a non-refundable fee of R 1,150.00 (VAT included) on the PURCO SA website.

**The steps below should be followed for LOGIN OR REGISTER on the PURCO SA website:**

1. Navigate to <https://purcosa.co.za>
2. Click on the 'Login or Register' button and select the appropriate option
3. Not registered on the website?
  - o Click 'Register here'
  - o Complete the form and click 'Create new account'
  - o Wait for the Account details email from PURCO SA. Check your spam filter if necessary.
  - o Click on the link in the email to login to the PURCO SA website and add a password.

**The steps below should be followed to purchase the tender document on the PURCO SA website:**

1. Under the Supplier Hub menu click on 'Open Tenders'
2. Select the tender and click on 'View'
3. Click on the 'Buy now' button
  - o You will be redirected to our payment gateway (Payfast) to make payment.
  - o If you encounter problems on the Payfast pages go to [www.payfast.co.za/contact](https://www.payfast.co.za/contact) for help.
  - o When your payment has been processed you will be automatically redirected back the PURCO SA Checkout page where you will find your purchased tender document/s

**CLOSING DATE AND TIME FOR ELECTRONIC SUBMISSION OF TENDER DOCUMENTS:**

**Date:** Thursday, 22 August 2024

**Time:** 23h59 (before midnight)

Further information regarding the **electronic submission of tenders** will be shared at the Information Sessions and will be detailed in the tender documents.



**Tshwane University  
of Technology**

*We empower people*



TUT reserves the right to award this tender to an empowerment company or may award this tender on condition that a joint venture with an empowerment company is formed. This will be added to the criteria when evaluating the tenders.

The Tshwane University of Technology (TUT) is committed to broad-based black economic empowerment. We strive to comply with the provisions of all relevant legislation. Details are included in the tender document.

**All shortlisted Tenderers will be subjected to vetting.**

**TUT reserves the right not to accept the lowest or any tender in part or in whole without furnishing reasons.**