



REQUEST FOR PROPOSAL (RFP)

WITS SERVICES DEPARTMENT

TENDER 2024:20 PROVISION OF CLEANING GOODS AND SERVICES

The Wits Services Department of the University of the Witwatersrand, Johannesburg in collaboration with the Purchasing Consortium of Southern Africa (PURCO SA) requires the provision of fit for purpose, specialised cleaning services which include the following components, 1). **Ad-Hoc Cleaning Services, High Rise Cleaning and Comprehensive Cleaning of Peripheral/Teaching Hospitals**, 2). **Hygiene and Pest Control Services**, 3). **Provision of Cleaning Chemicals, Consumables and Brushware**. Service providers to meet the requirements of the University as specified in the tender pack.

The goods and services needed will align with the specifications outlined in the three (3) scope of work documents for each component. Additional service requests may be made as required by the University.

INTENT TO SUBMIT A TENDER SUBMISSION AND TENDERER REGISTRATION: Tenderers should register their intent to participate in this tender on the PURCO SA site (refer to <https://purcosa.co.za/tenders>) or they can submit an e-mail indicating such to Bongani Machobane, on e-mail: Bongani.Machobane@purcosa.co.za and copy in Wits Tender Admin at admin.tenders@wits.ac.za. Tenderers who have registered before **27 August 2024**, will be sent the link to the **non-compulsory briefing session**.

Non-Compulsory Briefing Session: An online information session will be facilitated via **Microsoft Teams** on **Tuesday, 27 August 2024** from 10h00 to 11h30am.

CLOSING DATE AND TIME FOR ELECTRONIC SUBMISSION OF TENDER DOCUMENTS is via the PURCO SA site: Submission Details: The closing date and time for receipt of this RFP is on **Monday, 09 September 2024 at 23h59 hours (before midnight)**.

The tender documents are to be purchased at a non-refundable fee of **R1 150.00** (VAT included) on the PURCO SA website. To download the tender document, the steps below should be followed: Visit www.purcosa.co.za • If you have not yet registered your Company on the PURCO website, do so now • Click on the required RFP in the block provided for tenders and RFP's • Click on the pay now button • System will make documentation available for downloading, immediately after payment is concluded.

The prequalification criteria and scope of work are available for viewing at the Wits and PURCO SA website. Refer to <https://www.wits.ac.za/about-wits/tenders/> and purcosa.co.za/tenders Note to purchase the tender pack on the PURCO SA website.

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

Tender terms and conditions are included in the tender document. You expressly agree to be bound by 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 details regarding the non-compulsory briefing meeting are stated in the RFP Data of the RFP documents.