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| **TENDER NO** | **TENDER DESCRIPTION** | **COMPULSORY BRIEFING SESSION & SITE INSPECTION** | **CLOSING DATE & TIME** |
| EDRMS/01/2018 | Supply & Support an Electronic Document and Records Management System at the University of Venda for the period of 3 years | 26th April 2018  Art Gallery  Time: 9:00 | 18th May 2018  12:00 |
| AP/001/2018 | Supply of Internet Access Points at the University of Venda for the Period of 3 years – as and when required | 26th April 2018  Art Gallery  Time: 10:00 | 18th May 2018  12:00 |

Tender documents can be purchased at non-refundable fee of R1150 (VAT included) on PURCO SA website. Visit [www.purcosa.co.za](http://www.purcosa.co.za)

Hard Copy of a Completed Tender Document with Returnable Documents can be made into one file clearly divided and also a soft copy scanned and saved in a USB or CD. The USB/Cd should be submitted together with Hard copy in a sealed envelope endorsed with contract name and contract number.

The sealed envelope must be placed in a tender box at the University of Venda – Facilities Department before the closing date & time.

PURCO SA and the University of Venda is not compelled to accept the lowest or any bid. No Late, Faxed or telephone submissions will be accepted. Bids submitted shall remain valid for the period of 120 days after the closing date.

For any tender administrative queries, contact Mr Xhanti Ben-Mazwi at [Xhanti.benmazwi@univen.ac.za](mailto:Xhanti.benmazwi@univen.ac.za) and cc Mr Stanley Netshiya at [stanley.netshiya@purcosa.co.za](mailto:stanley.netshiya@purcosa.co.za)

Enquiries will be entertained until the 13th May 2018 and any enquiry after this date will not be attended to.