

**RFP NO: PUR 2902/2 Supply of Envelopes**  
**INVITATION**

**REQUEST FOR PROPOSAL (COLLECTIVE CONTRACT FOR PURCO SA MEMBERS)**

PURCO SA is the Purchasing Consortium of the Higher Educational Sector in Southern Africa. PURCO SA focuses on providing maximum benefit to its members through collaborative purchasing and professional support. PURCO SA members consist of twenty-six universities and its Associated Members.

PURCO SA invites all suitable suppliers to respond to the invitation for the Supply of Envelopes.

**Qualified service providers are invited to submit their proposals for the above services and to note the following:**

RFP documents can be purchased at a non-refundable fee of R1140, 00 (VAT included) on PURCO SA website. In order to download the tender document, the steps below should be followed:

- Visit [www.purcosa.co.za](http://www.purcosa.co.za)
- Click on 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 was confirmed.
- The completed tender documents must be placed in the **Tender Box** at the following address:

**Tender Documentation**

Sealed tenders must be deposited in the tender box situated at:

**PURCO SA  
TENDER BOX  
Rosen Office Park  
8 Invicta Road  
Erand Gardens X 49  
Midrand  
1682**

**Closing Date for Submission: Tuesday, 10<sup>th</sup> April at 11h00**

**Contact person at PURCO SA:** Ms Ncediwe Samuel; PURCO SA; tel. (011) 545 0963 or e-mail: Ncediwe.samuel@purcosa.co.za