

## REQUEST FOR PROPOSAL

### HP Cartridges and other I.T. Products and Services

**Closing date: 23/02/2018**

PURCO SA invites all interested parties to submit tender proposals for the appointment of Service Provider/s for HP Cartridges and other I.T. Products and Services for the PURCO SA membership.

#### **Purpose**

The purpose of this tender is to appoint suppliers that will supply HP Cartridges and other I.T. Products and Services.

**PURCO SA Offices, Rosen Office Park, 8 Invicta Road, Erand Gardens X49, Midrand, 1682.**

Tender documents can be purchased at a non-refundable fee of R1140, 00 (VAT included) on the 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)
- Register as a supplier under the verification of household income category and create a user account.
- 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 concluded.

#### **RFP Schedule**

Date	Action
26/01/2018	Document Availability
23/02/2018	Submission of Proposal by 12H00

All tender proposals must be submitted in a sealed envelope bearing the tender number, tender description and closing date in hard copy and in a CD/Memory Stick. The sealed envelope must be placed in the tender box at the address detailed below:

**PURCO SA Offices, Rosen Office Park, 8 Invicta Road, Erand Gardens X49, Midrand, 1682.**

**Only Tender Documents received by due date will be considered! No exceptions will be made for late submissions.**

For enquiries please contact Tshepo Mampuru at 011 545 0950, e-mail address

[Tshepo.mampuru@purcosa.co.za](mailto:Tshepo.mampuru@purcosa.co.za).