**INVITATION TO TENDER**

**SMU/004/2017 TECHNICAL SERVICES, FACILITY MANAGEMENT AND MAINTENANCE INSTITUTIONAL CAPACITY**

**Closing date: 05/12/2017**

PURCO SA invites all interested parties to submit tender proposals for the appointment of a suitable, competent and qualified Consultant/s or Specialist to review the current scope of work of the Technical Services Department of SMU and recommend methods of improvement and ensure the implementation of proposed solutions. The Technical Services department at SMU includes the following departments:

1. Cleaning, Hygeine & Pest Control Services
2. Grounds & Gardening Services
3. Facility & Maintenance Management
4. Sewerage & Waste Management

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 combined family 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

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| **Date** | **Action** |
| 15 November 2017 | Document Availability |
| 21 November 2017 | Compulsory Information Session at 11:00 .**Note: Doors will be closed at 11:00 sharp, no latecomers will be allowed to enter the venue.** |
| 05 December 2017 | Submission of Proposal by 12H00 |

A compulsory information session will be held on the 21 November 2017 at 11:00 at the following address:

**SMU SPORTS COMPLEX, Ga-Rankwa, Pretoria North, Gauteng Province**

All tender proposals must be submitted in a sealed envelope bearing the tender number, tender description and closing date (original, two copies of original and a 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 Ms Nomsa Mahlangu or Ms Jasnime Carrim at 011 545 0940, e-mail addresses nomsa.mahlangu@purcosa.co.za / jasnime.carrim@purcosa.co.za .