

## INVITATION TO TENDER

AN INVITATION IS HEREBY ISSUED TO SUITABLY QUALIFIED SERVICE PROVIDERS TO PROVIDE SPECIALISED SERVICES AS DESCRIBED ON THE TABLE BELOW:

TENDER NO	TENDER DESCRIPTION	ONLINE COMPULSORY INFORMATION SESSION	CLOSING DATE AND TIME
PU7611/056 (NWUTR114-2024PC)	Provision of Cleaning Services: Potchefstroom Residence Services	Wednesday, 03 July 2024 at 10H00 Visit the PURCO SA website to register and access information session link	Friday 12 July 2024 at 23H59 (mid-night)

**Technical and Commercial** : Technical matters please Mr Bongani Machobane on email [Bongani.machobane@purcosa.co.za](mailto:Bongani.machobane@purcosa.co.za) and Ms. Gololosegang Legoete on email [Gololosegang.Legoete@purcosa.co.za](mailto:Gololosegang.Legoete@purcosa.co.za)

**Tender documents (available in English only) are obtainable on the PURCO SA website from Monday, 24 June 2024. The University does not bind itself to accept the lowest tender and reserves the right to accept the whole or part of any quotations.**

The tender documents can be purchased for a non-refundable fee of R1150.00 (VAT included) on the PURCO SA website. Visit [www.purcosa.co.za](http://www.purcosa.co.za)

**The steps below should be followed for LOGIN OR REGISTER on PURCO SA website:**

1. Navigate to <https://purcosa.co.za>
2. Click on the 'Login or Register' button and select the appropriate option
3. Not registered on the website?
  - Click 'Register here'
  - Complete the form and click 'Create new account'
  - Wait for the Account details email from PURCO SA. Check your spam filter if necessary.
  - Click on the link in the email to login to the PURCO SA website and add a password.

**The steps below should be followed to purchase on the PURCO SA website:**

1. Under the Supplier Hub menu click on 'Open Tenders'
2. Select the tender and click on 'View'
3. Click on the 'Buy now' button
  - You will be redirected to our payment gateway (Payfast) to make payment.
  - If you encounter problems on the Payfast pages go to [www.payfast.co.za/contact](http://www.payfast.co.za/contact) for help.
  - When your payment has been processed you will be automatically redirected back the PURCO SA Checkout page where you will find your purchased tender document/s

**Submission of the tenders will be via the PURCO SA website. The submission instructions are in the tender document.**