



**REQUEST FOR PROPOSAL**  
**UNIVERSITY OF JOHANNESBURG**  
**PROVISION OF MANAGED PRINT SOLUTION (MPS)**  
**PU8215/028**

The Centre for Academic Technologies of the University of Johannesburg in collaboration with the Purchasing Consortium of Southern Africa (PURCO SA) invites all suitably qualified service providers to respond to the invitation for the Provision of Managed Print Solution. Qualified service providers are invited to submit their proposals for the above services and to note the following:

Tender documents may be purchased at a non-refundable fee of R1 150, 00 (including VAT) from the PURCO SA website.

**In order to download the tender document, the steps below should be followed:**

- Visit [purcosa.co.za](http://purcosa.co.za) and login to the website.
- If you have not yet registered your Company on the PURCO SA website, do so now.
- Select the required RFP on [purcosa.co.za/tenders](http://purcosa.co.za/tenders) and click on the BUY button.
- Complete the online payment. The system will make the tender documentation available for downloading immediately after payment is concluded.

**Compulsory Information session:**

**An online compulsory information session will be facilitated via Microsoft Teams on Monday, 03 March 2025 from 10h00 to 11h00.** All potential tenderers are required to register to attend the online compulsory Information Session. Register at [purcosa.co.za/tenders](http://purcosa.co.za/tenders), no later than **Monday, 03 March 2025 at 09h00.**

**Physical Non-Compulsory Site Visit:**

**Date and Time: Wednesday, 05 March 2025 | 09h00 – 13h00**

**Venue:** Auckland Park Kingsway Campus, Parking Area B next to the Solar Panels. Further Instructions will be shared with the tenderers on-site.

**Address:** Kingsway Campus Auckland Park, Rossmore, Johannesburg, 20292

The closing date and time for submissions for this RFP is **20 March 2025 at 23H59 (midnight)**

The University reserves its right to proceed with this request for proposal in full, in parts or not at all and call for a new RFP in the event of an unsatisfactory response to this RFP invitation. The conditions of the RFP, instructions, details regarding the compulsory information session are stated in the RFP Documents.

Shortlisted respondents may be given the opportunity to make presentations to the University and will be advised of the date and time.

**Queries relating to this RFP must be addressed to Bongani Machobane at [bongani.machobane@purcosa.co.za](mailto:bongani.machobane@purcosa.co.za) and to Rosina Moota at [rosina.moota@purcosa.co.za](mailto:rosina.moota@purcosa.co.za)**