



18 September 2024

RFP UJ 76/2024: FOR SERVICE AND MAINTENANCE OF GARDENING AND SPORT GROUNDS MACHINERY IN ALL 4 CAMPUSES (APB, APK, DFC, SWC) AND UJ ISLAND FOR THREE YEARS

Dear Sir/Madam

You are hereby invited by the University of Johannesburg (UJ), to a compulsory onsite briefing session for service and maintenance of gardening and sport grounds machinery in all 4 campuses (APB, APK, DFC, SWC) and UJ Island for three years at The University of Johannesburg.

Compulsory Tender Briefing Date: Thursday, 26 September 2024 at 11h00am To 12h00pm (Noon)

Meeting at Magasyn Boardroom APK Campus Close to gate 4.

Please note that only suppliers who attend the compulsory tender briefing session will have access to the UJ bid document.

TENDER CLOSING DATE : 11 October 2024
TENDER CLOSING TIME : 12:00pm (Noon)
TENDER SUBMISSION METHOD : via UJ Oracle Application Cloud Only no e-mail Tenders will be accepted.

COMPULSORY BRIEFING SESSION DETAILS:

Date – Thursday, 26 September 2024

Time – 11:00:am to 12:00pm (Noon)

Venue – University of Johannesburg – APK Campus, Magasyn Boardroom APK Campus Close to gate 4.

Bidders are required to arrive 15 minutes before start of the meeting.

NB: The tender document will only be available via the Oracle system to bidders that have attended the compulsory briefing session and registered on the Oracle system.

PLEASE TAKE NOTE:

1. It is the responsibility of all Bidders to ensure that their bid is submitted not later than the appointed date and time.
2. Enquiries regarding this invitation to tender and all matters relating to this tender, should be addressed to nlmajoe@uj.ac.za
3. Your financial offer MUST BE FIXED and will not be adjusted, and variation orders are not permitted.
4. All bids must be submitted via the UJ Oracle Application Cloud
 - **To download and submit a bid** - <https://hdgf.login.em3.oraclecloud.com>
 - **To register on the UJ Oracle Application Cloud** – www.uj.ac.za/support-services/suppliers/

DOCUMENTS PROVIDED ON THE WEB PAGE:

1. ANNEXURE A – SPECIFICATION
2. SUPPLIER REGISTRATION - INTRODUCTION EMAIL
3. HOW TO ACCESS, DOWNLOAD AND SUBMIT TENDER
4. USER - TRAINING MANUAL - ORACLE CLOUD SUPPLIER RESPONSE
5. MAP APK
6. MANDATORY UJ - SUPPLY-AGREEMENT

Regards

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