

**WALTER SISULU UNIVERSITY**



**CALL FOR  
EXPRESSION  
OF INTEREST**

**(DISPOSAL OF OLD AND REDUNDANT ICT EQUIPMENT)**

**Issued: 21 March 2011**

**Closing date: 05 April 2011**

**Time: 12 H 00**

## **1. INTRODUCTION**

Walter Sisulu University (WSU) invites expressions of interest (EoI) from suitably qualified Service Providers with respect to submitting proposals for the disposal of old and redundant computer equipment.

The proposal must be complete and submitted by the published closing date mentioned on the cover page.

No additional material may be added after that time.

Incomplete submissions will not be considered.

WSU shall not be liable to any party for any costs or expensed or any direct or indirect damages incurred relating to a proposal submitted pursuant to this call for EoI whether successful or not.

WSU reserves the right in its sole and absolute discretion, to decide on whether or not to proceed further with this process.

Telephonic, telegraphic, telex and facsimile or e-mailed proposals will not be accepted.

## **2. SUBMISSION OF PROPOSALS**

The proposal must be submitted in a sealed envelope. If a submission is not in an appropriately sealed envelope and package, it may invalidate the proposal and lead to disqualification from the process.

Proposals shall be submitted to the offices of WSU and deposited in the Tender box, at:

Physical Address:

**Walter Sisulu University**

**Finance Department**

**60-62 Station Street**

**Heritage Building**

**EAST LONDON**

**5200**

Postal Address:

**Walter Sisulu University**

**Private Bag 1421**

**EAST LONDON**

**5200**

**CLOSING DATE FOR SUBMISSIONS: 05 April 2011 (TUESDAY) - 12H00**

### **3. ENQUIRIES**

Enquiries relating to this EoI may be addressed to the following.

#### Document Enquiries

Mr. Khaya Didi

043 – 703 8550

or Mr. Fundisile Socam

043 – 703 8523

[kdidi@wsu.ac.za](mailto:kdidi@wsu.ac.za)

[fsocam@wsu.ac.za](mailto:fsocam@wsu.ac.za)

Technical Enquiries

Mr. Shepherd Ngcaba

043 – 703 8558

[sngcaba@wsu.ac.za](mailto:sngcaba@wsu.ac.za)

**4. SITE VISITS/BRIEFING SESSION**

Non compulsory briefing sessions/site visits will be held as per the attached schedule, see Annexure B.

**5. TRACK RECORD**

Bidders must have a proven track record in the industry relevant to the requirements of the EoI.

Supporting documentation must be supplied with the EoI submission (e.g. involvement with previous similar projects, names and contact details of current and former customers, media reports, etc.)

**6. COMPLIANCE**

A successful Respondent shall be in full and complete compliance with any and all applicable State and local laws and regulations

## **7. DOCUMENTATION**

A valid proposal will include the following

- A properly completed proposal and declarations form with the original signature(s) of the appropriately delegated employee(s) or owner of the company.

Copied, faxed or computer generated signatures will not constitute an original.

- A submission explaining the full scope of the work in line with this EoI.
- A price schedule/structure inclusive of VAT, signed with the original signature(s) of the appropriately delegated party/parties.
- An original valid tax clearance certificate.
- Any supporting documentation relevant to the proposal.

## **8. DISCLAIMER**

Whilst all reasonable care has been taken in preparing this request for EoI, the information contained herein does not

purport to be comprehensive or to have been verified by WSU, any of its officers, employees, or any other person.

Accordingly WSU cannot accept any liability or responsibility for the adequacy, accuracy or completeness of any of the information or opinions stated herein.

Save where expressly stipulated otherwise, no representation or warranty (either express or implied) is or will be given by WSU or any of its officers, or employees with respect to the information of opinions contained herein.

WSU reserves the right to amend, modify or withdraw this EoI or terminate any of the procedures or requirements during the procurement process at any time, without prior notice and without liability to compensate or reimburse any person in relation thereto.

WSU reserves the right to adopt any proposal made by an interested party at any time and to include such proposal in any procurement documentation which may or may not be made available to other interested parties, without compensation.

**ANNEXURE A**

**EQUIPMENT LIST**

Details	QTY 's Per Site				Totals
	NMD (Mtata)	Ibika (Butterworth)	Heritage Bldg (East London)	Potsdam (Berlin – EL)	
Monitors	1183	241	368	130	<b>1922</b>
CPU 's	1106	228	466	119	<b>1919</b>
Keyboards	895	60	72	85	<b>1112</b>
Printers	122	21	78	28	<b>249</b>
Laptops	0	10	15	0	<b>25</b>
Overhead Projectors	17	0	0	21	<b>38</b>
Type Writers	33	0	0	0	<b>33</b>
Photocopiers	29	0	0	0	<b>29</b>

**NOTE:**

*The quantities listed above are estimates.*

**ANNEXURE B**

**SITE VISIT SCHEDULE**

<b>Site</b>	<b>Date</b>	<b>Time</b>
NMD (Mtata)	28 Mar	<i>09:00 – 12:00</i>
Ibika (Butterworth)	28 Mar	<i>14:00 – 15:00</i>
Heritage (East London)	29 Mar	<i>09:00 – 11:00</i>
Potsdam (Berlin – EL)	29 Mar	<i>14:00 – 15:00</i>