**PROCUREMENT DOCUMENT**

**FOR**

**RFP - RESEARCH OFFICE – BESPOKE RESEARCH IT EQUIPMENT TO SUPPORT RESEARCH ACTIVITIES**

|  |  |  |  |
| --- | --- | --- | --- |
| **Reference No.:** | Wits Tender / 2025: 05 | | |
| **Description:** | Research Office – Bespoke Research IT Equipment to Support Research Activities | | |
| **Issue Date:** | 03 November 2025 | | |
| **Issued by:** | Research Office | | |
| **Submission Date and Time:** | **Date: 1 December 2025** | | **Time: 23h59 (Before Midnight)** |
| **Important Information:** | **Non-compulsory Online Briefing Session**  **Link in the tender document** | **Date: 12 November 2025 @ 10h00** | |

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| --- |
| **Name of Tenderer**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Tenderers have the option to tender for all Component(s) or indicate their preferred option/s below:** |

|  |  |
| --- | --- |
| **Indicate which Bespoke Research IT Equipment Component being tendered for: √** | |
| **Component 1: Data Centre equipment (High performance computers and storage)** |  |
| **Component 2: User equipment (Non-standard end user desktop/laptop/tablet or similar devices for office/lab and fieldwork equipment)** |  |

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1. SCHEDULE 1: SIGNED TENDER SUBMISSION

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| **Signed Tender Submission**  **To be completed by a duly authorised representative of the Tenderer** | | |
| **Section 1A: Tenderers Details**   |  |  | | --- | --- | | **Name of Tenderer**: |  | | **Entity registration number**: |  | | **Contact person**: |  | | **Email**: |  | | **Telephone & Mobile no**: |  | | **Physical address**: |  | | | |
| **Section 2: Declaration**  The undersigned, who warrants that he/she is duly authorised to do so on behalf of the Tenderer confirms that the contents of this Section 2: Declaration are within my personal knowledge, and save where stated otherwise in an attachment hereto, are to the best of my belief both true and correct, and:   1. neither the name of the Tenderer nor any of its Personnel appear on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act No. 12 of 2004 (applicable to South African entities), 2. neither the Tenderer of any of its Personnel has within the last 5 (five) years been convicted of fraud or corruption by a court of law (including a court outside of the Republic of South Africa), 3. the Tenderer is not associated, linked, or involved with any other tendering entities submitting a Tender Submission, 4. the Tenderer has not engaged in any prohibited restrictive horizontal practices including consultation, communication, agreement, or arrangement with any competing or potential tendering entity regarding prices, geographical areas in which goods and services will be rendered, approaches to determining prices or pricing parameters, intentions to submit a response or not, the content of the submission (specification, timing, conditions of contract etc.) or intention to not win a tender, 5. the Tenderer has no other relationship with any of the Tenderers or those individuals responsible for compiling the Tender Documents that could cause or be interpreted as a conflict of interest, 6. the Tenderer, its Personnel, and its subcontractors (where applicable) do not have any relationship (family, friend or other) with any person employed by the University and/or who may be involved with the evaluation and/or adjudication of this Tender (if the statement is considered true, the Tenderer undertakes to immediately disclose the applicable information to the University as part of its Tender Submission), 7. the Tenderer, its Personnel and any other person connected with the Tenderer is not employed by the University (if the statement is considered not true, the Tenderer undertakes to immediately disclose the applicable information to the University as part of its Tender Submission), 8. the Tenderer has satisfied itself as to the correctness and validity of its Tender Submission, that the price(s) and rate(s) quoted cover all the goods and/or services in the Tender Documents; and that the price(s) and rate(s) cover all its obligations under a resulting Contract. Further, the Tenderer accepts that any mistakes regarding price(s) and calculations will be at its risk and confirm that the University will incur no additional costs whatsoever, over and above the amount submitted as part of its Tender Submission; and 9. the Tenderer agrees to be bound to the Tender Documents. | | |
| By signing below, the Tenderer agrees with all the conditions, statements and terms contained in the Tender Documents.   |  |  | | --- | --- | | Full Name of person signing on behalf of the Tenderer: | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | Capacity: | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | |  |  | | Signature: | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | |  |  | | Date: | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | |
| **Section 1B: Declaration of Interest by the Tenderer** | | | | | |
| The University mandates complete transparency from Tenderers concerning any existing or potential conflicts of interest. Failure to provide such disclosure will constitute a significant breach of the Tender Terms and Conditions or any resulting Contract that the University may award. Full disclosure must encompass assessing any affiliations between the Tenderer, its Personnel, shareholders, subcontractors, or any other entities associated with the Tenderer, and the University and/or its Personnel.  I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, acting on behalf of the Tenderer, declare as follows:   *1. The following questionnaire must be completed on behalf of the Tenderer and returned to the University. . Tick the relevant box.* | | | | | |
| 1.1 Does the Tenderer have an existing relationship with the University? | | No | Yes | |
| 1.2 Is the Tenderer or any person connected with the Tenderer employed by the University ? | | No | Yes | |
| 1.3 Does the Tenderer, or any person connected with the Tenderer, have any relationship (family, friend or other) with a person employed by the University and who may be involved with the evaluation and/or adjudication of this? | | No | Yes | |
| 1.4 Has the Tenderer, sub-contractors, or other persons associated with it:   1. been convicted of any criminal offence; and 2. made reasonable enquiries, to the best of its knowledge and belief, has not been or is not the subject of any:    1. pending disputes;    2. investigations;    3. inquiry by a regulatory body regarding any offence; or    4. alleged offence of or in connection with slavery and human trafficking. | | No | Yes | |
| If Yes, to any of the above, describe the relationship details, potential conflict of interest and or other pertinent details below: | | | | |
| If No, to all of the above, the Tenderer is assumed to have no current, no future possible conflict of interest in the Tenderer becoming a supplier to the University and with respect to this Tender. | | | | |

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| Full Name of person signing on behalf of the Tenderer: | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Capacity: | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  |  |
| Signature: | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  |  |
| Date: | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

1. SCHEDULE 2: TENDER CHECKLIST

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| --- | --- | --- | --- | --- | --- |
| **Item No.** | **Reference the Document** | **Description** | **Action to be taken** | **Checked, Verified and Submitted** | |
| Tenderer Checkbox | **For Office Use Only**: University Checkbox |
| 1. | Schedule 1 | Signed Submission | Tenderers must complete and submit a copy of the Signed Submission signed by a duly authorised representative of the Tenderer. If the Tenderer is a joint venture or consortium, all partners to the joint venture or consortium must complete Schedule 2. |  |  |
| 2. | Schedule 2 | Tender Checklist | Tenderers must ensure all information is provided and complete the Tender Checklist. |  |  |
| 3. | Schedule 3 | Pre-qualification Response Document Pack | Tenderers must provide the documentation as requested under Schedule 3. |  |  |
| 4. | Schedule 4 | Other Documentation | Tenderers to provide their BEE information |  |  |
| 5. | Schedule 5 | Functionality Response Document Pack | Tenderers must provide the documentation as requested under Schedule 5. |  |  |
| 6. | Schedule 6 | Contactable Client References | Tenderers must provide client references in the format prescribed in Schedule 6. |  |  |
| 7. | Schedule 7 | Contract Deviations | Tenderers must complete the Contract Mark-Up Template contained in Schedule 7 to indicate proposed changes to the draft Contract included in this Tender, if any. |  |  |
| 8. | Annexure C | Pricing Schedule | Tenderers must ensure that their pricing is submitted to the University in accordance with the pricing requirements set out in the Tender Documents. |  |  |

1. SCHEDULE 3: PRE-QUALIFICATION RESPONSE DOCUMENT PACK
   1. All documents submitted by the Tenderer must be attached to this Schedule 3, compiled in the order, and corresponding to the headings as set out in the table below within each section.
   2. The Tenderers pre-qualification response pack must contain the documentation in the table below, sequenced and attached as instructed:

|  |  |  |
| --- | --- | --- |
| **Proof of Pre-qualification Documentation** | | |
| ***Please label as:*** | ***Description*** | **Tick (✓) if submitted** |
| Tenderer Checkbox |
| **Procurement Mandatory** | | |
| 3A | The Tenderer must submit a signed submission by an authorised employee of the company. Refer to schedule 1 in Annexure B. |  |
| 3B | The Tenderer must submit Company Registration document(s) - CIPC documents for South African entities. Provide proof of company/close corporation registration and a copy of CIPC registration & directors/CM/CK certificates. The entity must have a Gauteng presence with registered offices located in South Africa. |  |
| 3C | The Tenderer must provides proof of valid SARS Tax Pin |  |
| 3D | The Tenderer if applicable, must provide VAT Registration Certificate. Provide rationale if not applicable. This will be considered for acceptability. |  |
| 3E | The Tenderer must provide audited company financial statements for the past 3 (three) years, in line with the Companies act in South Africa. If the financial statements are not audited, provide reasons and provide confirmation of your Public Interest Score noting that tenderers must submit annual financial statements for the last three (3) financial years Or if an EME provide a letter from the accountant detailing the financials for the previous three years. The financial standing and health of the tenderer will be assessed and inform risk elements that will be considered as part of the evaluation. Additional information may be requested if what is submitted is not deemed as acceptable. |  |
| 3F | The Tenderer must provide (current) Letter of Good Standing from its bankers and/or bank confirmation letter. |  |
| 3G | Tenderers must have presence in the Gauteng province to fulfil the requirement as per the scope of work. Provide supporting evidence confirming presence in the Gauteng province, such as lease agreement, utility bill or similar.The tenderer must be a South African entity with technical expertise in Gauteng. |  |
| 3H | The Tenderer must provide proof that it is in possession of a letter of good standing from the Compensation Fund or a licensed compensation insurer as contemplated in the Compensation for Occupational Injuries and Disease Act No. 130 of 1993. Provide rationale if this is not in place. The rationale will be considered for acceptability. |  |
| 3I | The Tenderer must provide proof of their Insurances. The Tenderer must demonstrate that it has an adequate insurance cover to meet the minimum requirements as set out in the Scope of Work or obtain a letter of confirmation from its insurers indicating that the Tenderer will qualify for adequate insurance cover to satisfy the minimum requirements or provide their commitment to having the insurance in place at time of contract conclusion if awarded. It is the responsibility of the Service Provider to establish whether its cover is adequate to insure against all the liabilities imposed by the delivery of goods and services to the University and that such cover is aligned to the industry standard bearing in mind the nature of the goods and services to be delivered to the University. The Tenderer will have to establish its standard company insurance. Refer to the insurance clause in the tender document. |  |
| **Functionality (including Technical) Mandatory Criteria-Component 1** | | |
| 3J | The Tenderer must provide at minimum 2 relevant acceptable references providing similar services. References must be from different clients and dated within the last 5 years. One reference can be for the University of Witwatersrand or a Wits Group entity (e.g. Wits Health Consortium, Wits Enterprise etc.). Acceptability of the references is part of the prequalification phase. Additional applicable references may improve on your scoring in the second phase. It is advisable to submit references related to different solutions that you have delivered on. This must be submitted for Component 1. References will be assessed for acceptability and relevancy. |  |
| 3K | The Tenderer must provide a technical solution proposal including the specification that addresses the requirement as depicted in the scenario in the scope of work for Component 1. The solution will be assessed in term of acceptability, unacceptable solutions will render your bid as been disqualified. |  |
| 3L | The Tenderer must have the relevant OEM or other accreditation for sales and support of the solutions that they are proposing. Provide the OEM accreditation information. This will be assessed for acceptability. |  |
| 3M | The Tenderer must at minimum show a Track record/experience of 3 years in providing Data Centre equipment (High performance computers, compute and storage solutions) or similar services as described in the scope of work. Complete Schedule 3M in Annexure B. |  |
| 3N | The Tenderer must meet all mandatory elements listed in the SOW. Equipment must meet Data Centre Standards: Data centre cabinets are 600mm X 900mm; power must be compatible with current infrastructure. |  |
| Annexure C | The Tenderer must provide Annexure C: Pricing schedule information for Component 1 |  |
| **Functionality (including Technical) Mandatory Criteria- Component 2** | | |
| 3O | The Tenderer must provide at minimum 3 relevant acceptable references providing similar services. References must be from different clients and dated within the last 5 years. One reference can be for the University of Witwatersrand or a Wits Group entity (e.g. Wits Health Consortium, Wits Enterprise etc.). Acceptability of the references is part of the prequalification phase. Additional applicable references may improve on your scoring in the second phase. It is advisable to submit references related to different solutions that you have delivered on. This must be submitted for Component 2. References will be assessed for acceptability and relevancy. |  |
| 3P | The Tenderer must provide a technical solution proposal including the specification that addresses the requirement as depicted in the scenario in the scope of work for Component 2. The solution will be assessed in term of acceptability, unacceptable solutions will render your bid as been disqualified. |  |
| 3Q | The Tenderer must have the relevant OEM or other accreditation for sales and support of the solution that they are proposing. Provide the OEM accreditation information. This will be assessed for acceptability. |  |
| 3R | At minimum show a Track record/experience of 3 years in providing user IT equipment (mobile devices or office/lab bound equipment) solutions as described in the scope of work. Complete Schedule 3R in Annexure B. |  |
| Annexure C | The Tenderer must provide Annexure C: Pricing schedule information for Component 2 |  |

**Schedule 3M template Component 1 Track record**

**Track record.** The tenderer must have a track record for at least 3 (three) years in providing Data Centre equipment (High performance computers, compute and storage) or similar services as described in the scope of work. Provide a client list indicating activity for the past three years.

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| --- | --- | --- | --- | --- |
| **Client Name** | **Years of experience** | **Track record** | | |
|  |  | **client details** | **from and to period** | **description of services rendered** |
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**Schedule 3R template Component 2 Track record**

**Track record.** The tenderer must have a track record/experience of 3 years in providing user IT equipment (mobile devices or office/lab bound equipment) solutions as described in the scope of work. Provide a client list indicating activity for the past three years.

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| --- | --- | --- | --- | --- |
| **Client Name** | **Years of experience** | **Track record** | | |
|  |  | **client details** | **from and to period** | **description of services rendered** |
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1. SCHEDULE 4: other information required for tender considerations purposes

All documents submitted by the Tenderer is to be attached to this Schedule 4, compiled in the order and corresponding to the headings as set out in the table below within each section.

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| --- | --- | --- |
| **Proof of Functionality (including Technical) Response** | | |
| ***Please label as:*** | ***Description*** | **Tick (✓) if submitted** |
| Tenderer Checkbox |
| 4A | B-BBEE Certificate (SANAS accredited)/ Sworn Affidavit |  |

1. SCHEDULE 5: FUNCTIONALITY (INCLUDING TECHNICAL) RESPONSE DOCUMENT PACK
   1. All documents submitted by the Tenderer must be attached to this Schedule 5, compiled in the order, and corresponding to the headings as set out in the table below within each section.
   2. The Tenderers response functionality response pack must contain the documentation in the table below, sequenced and attached as instructed:

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| **Proof of Functionality (including Technical) Response-Component 1** | | |
| ***Please label as:*** | ***Description*** | **Tick (✓) if submitted** |
| Tenderer Checkbox |
| 5A | **Track Record /Experience** |  |
| 5B (detail) and Schedule 6(summary) | **References** |  |
| 5C | **Experience** |  |
| 5D | **Work Plan** |  |
| 5E | **Proposed Warranty/ Guarantee** |  |
| 5F | **Attach a summary of CV's for competency of account manager, technical team lead and support team:(Skills/Competency/ Capacity). Please provide detailed Organogram of the envisaged Wits support structure. In addition, please complete 5FA, 5FB.** |  |

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| **Schedule 5FA**  Business/account manager including their certifications (certified for sales for the particular brands that you are tendering for) and relevant years of experience. Provide this information in Schedule 5FA   |  |  |  | | --- | --- | --- | | **Business/ Account Manager Name:** |  | | | Years of Experience | Certifications | Brands | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |
| **Schedule 5FB**  Technical Team Leader / Manager: For the Wits Contract if you were awarded including their certifications, relevant experience, years of experience. The technical team leader must be certified for support for the particular brands that you are tendering for.  In addition, provide an organogram of the support structure you envision for the Wits account with an indication of the roles and responsibilities with minimal skills/competencies/qualifications/ certifications and years of experience for the Wits contract if you were awarded. Relevant staff members should have a track record of at least 2 years in delivering the required services. If these are current staff members employed by your organisations, then provide accredited Training and Certifications (by the OEM or other approved training institute) of support staff envisioned for this account. It is preferred that the relevant staff members be certified for support with a minimum of 2 years experience. Provide this information in Schedule 5FB   |  |  |  |  | | --- | --- | --- | --- | | **Technical Team Leader/Manager and Support team information** | | | | | Resource Name and Role (E.g Technical Team lead or IT support technician) | Years of Experience | Certifications | Brands | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |

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| **Proof of Functionality (including Technical) Response- Component 2** | | |
| ***Please label as:*** | ***Description*** | **Tick (✓) if submitted** |
| Tenderer Checkbox |
| 5G | **Track Record /Experience** |  |
| 5H (detail) and Schedule 6(summary) | **References** |  |
| 5I | **Experience** |  |
| 5J | **Work Plan** |  |
| 5K | **Proposed Warranty/ Guarantee** |  |
| 5L | **Attach a summary of CV's for competency of account manager, technical team lead and support team:(Skills/Competency/ Capacity) . Please provide detailed Organogram of the envisaged Wits support structure. In addition, please complete 5LA, 5LB.** |  |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Schedule 5LA**  Business/account manager including their certifications (certified for sales for the particular brands that you are tendering for) and relevant years of experience. Provide this information in Schedule 5LA   |  |  |  | | --- | --- | --- | | **Business/ Account Manager Name:** |  | | | Years of Experience | Certifications | Brands | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |
| **Schedule 5LB**  Technical Team Leader / Manager: For the Wits Contract if you were awarded including their certifications, relevant experience, years of experience. The technical team leader must be certified for support for the particular brands that you are tendering for.  In addition, provide an organogram of the support structure you envision for the Wits account with an indication of the roles and responsibilities with minimal skills/competencies/qualifications/ certifications and years of experience for the Wits contract if you were awarded. Relevant staff members should have a track record of at least 2 years in delivering the required services. If these are current staff members employed by your organisations, then provide accredited Training and Certifications (by the OEM or other approved training institute) of support staff envisioned for this account. It is preferred that the relevant staff members be certified for support with a minimum of 2 years experience. Provide this information in Schedule 5LB   |  |  |  |  | | --- | --- | --- | --- | | **Technical Team Leader/Manager and Support team information** | | | | | Resource Name and Role (E.g Technical Team lead or IT support technician) | Years of Experience | Certifications | Brands | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |

1. SCHEDULE 6A: CONTACTABLE CLIENT REFERENCES-COMPONENT 1

|  |  |  |  |
| --- | --- | --- | --- |
| Include detailed references (as per the below table):   * Provide at minimum 3 (three) recent relevant local client reference letters where you have provided Data Centre equipment (High performance computers and storage). The references must have similar or greater technical capacity and complexity to that of this Tender. Tenderers must provide recent client references where they have provided a similar requirement within the last 5 (five) years. * List contract reference numbers, the contract period of performance including the contract start and end dates, contact persons, telephone numbers, and email addresses and indicate the value and complexity of the project. * If in the University’s opinion, the client reference does not meet the University’s requirements, additional references may be requested from the Tenderer, and visits to the reference sites might be required. Note: All interviews held will be confidential. * Reference letters are to be attached to support the summaries below. Reference letters should be on a company (the referee’s) letterhead and describe the contract period, description of works and whether the service was acceptable or not. | | | |
| **Contactable reference #1** | | **Description of goods/services provided** | **Particulars** |
| Name of the organisation**:** |  | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | Total Contract Value including VAT:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Contract Period **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Contact Person: |  |
| Contact Details | Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Contactable reference #2** | | **Description of goods/services provided** | **Particulars** |
| Name of the organisation**:** |  | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | Total Contract Value including VAT:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Contract Period  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Contact Person: |  |
| Contact Details | Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Contactable reference #3** | | **Description of goods/services provided** | **Particulars** |
| Name of the organisation**:** |  | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | Total Contract Value including VAT:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Contract Period  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Contact Person: |  |
| Contact Details | **Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Contactable reference #4** | | **Description of goods/services provided** | **Particulars** |
| Name of the organisation**:** |  | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | Total Contract Value including VAT:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Contract Period **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Contact Person: |  |
| Contact Details | Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Contactable reference #5** | | **Description of goods/services provided** | **Particulars** |
| Name of the organisation**:** |  | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | Total Contract Value including VAT:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Contract Period  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Contact Person: |  |
| Contact Details | Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

SCHEDULE 6B: CONTACTABLE CLIENT REFERENCES-COMPONENT 2

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| Include detailed references (as per the below table):   * Provide at minimum 3 (three) recent relevant local client reference letters where you have provided user IT equipment (mobile devices or office/lab bound equipment). The references must have similar or greater technical capacity and complexity to that of this Tender. Tenderers must provide recent client references where they have provided a similar requirement within the last 5 (five) years. * List contract reference numbers, the contract period of performance including the contract start and end dates, contact persons, telephone numbers, and email addresses and indicate the value and complexity of the project. * If in the University’s opinion, the client reference does not meet the University’s requirements, additional references may be requested from the Tenderer, and visits to the reference sites might be required. Note: All interviews held will be confidential. * Reference letters are to be attached to support the summaries below. Reference letters should be on a company (the referee’s) letterhead and describe the contract period, description of works and whether the service was acceptable or not. | | | |
| **Contactable reference #1** | | **Description of goods/services provided** | **Particulars** |
| Name of the organisation**:** |  | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | Total Contract Value including VAT:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Contract Period **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Contact Person: |  |
| Contact Details | Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Contactable reference #2** | | **Description of goods/services provided** | **Particulars** |
| Name of the organisation**:** |  | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | Total Contract Value including VAT:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Contract Period  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Contact Person: |  |
| Contact Details | Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Contactable reference #3** | | **Description of goods/services provided** | **Particulars** |
| Name of the organisation**:** |  | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | Total Contract Value including VAT:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Contract Period  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Contact Person: |  |
| Contact Details | **Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Contactable reference #4** | | **Description of goods/services provided** | **Particulars** |
| Name of the organisation**:** |  | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | Total Contract Value including VAT:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Contract Period **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Contact Person: |  |
| Contact Details | Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Contactable reference #5** | | **Description of goods/services provided** | **Particulars** |
| Name of the organisation**:** |  | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | Total Contract Value including VAT:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Contract Period  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Contact Person: |  |
| Contact Details | Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

1. SCHEDULE 7: CONTRACT DEVIATIONS

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| **CONTRACT MARK-UP**  **Disclaimer**: By submitting this contract deviations schedule, the Tenderer unequivocally agrees that:   * Any award made because of this Tender process will be governed by the regents of the Contract. * The University reserves the right to in each instance:   i. Accept the deviations or exceptions; or  ii. Negotiate the deviations or exceptions; or  iii. Reject a proposal with deviations or exceptions deemed unacceptable by the University at its option and in the exercise of its sole discretion.   * The Tenderer has not submitted its own contract, service level agreement or reserves the right to negotiate the contract statement/letter as part of its Tender Submission.   The Tenderer acknowledges that a rejection or amendment of any terms and conditions contained in the Contract may increase the risk to the University. | | | | | |
| **Clause No.** | **Mark with an X** | | | **Proposal** | **Detailed Motivation** |
| **Amended** | **Deleted** | **New** |
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