

Main Campus Telephone: +263 4 741422 - 36

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Belvedere

Harare

Zimbabwe

REQUEST FOR SERVICE LEVEL AGREEMENT

TO: SUPPLIERS WHO PROVIDE PHOTOCOPIER CLOSING DATE: 1 MARCH 2018

MAINTENANCE

DATE: 28 FEBRUARY 2018 CLOSING TIME: 1600hrs

RETURN AGREEMENT TO: BUYING UNIT CONTACT PERSON: MR MURAHWA

DELIVERY PERIOD: 2 WEEKS

ITEM NUMBER	DESCRIPTION (Please give full specification)	QUANTITY
1	INSTITUTE XEROX PHOTOCOPIER SERVICING,	1 YEAR
	MAINTENANCE & REPAIRS SERVICE LEVEL	
	AGREEMENT	

INSTRUCTIONS AND CONDITIONS

- 1. Submit proof of registration with the State Procurement Board in the specified category
- 2. Submit Valid Tax Clearance
- 3. State delivery period
- **4.** Payment is after delivery
- 5. Delivery point is Harare Institute of Technology
- **6.** Quotations must be submitted in sealed envelopes.
- 7. Must be Xerox Certified Distributor and Xerox Certified Engineers for Xerox Machines