

TENDER NOTICE!

Adendum No.2

Provision of Hardware-as-a-Service (HaaS) for Managed Print Service

Tender No: SPU/TNDR/S/01/HAAS/2026-2027

Date of Issue: 22 September 2026

St. Paul's University hereby issues the following clarifications and amendments to the above Tender Document. This Addendum forms part of the Tender Document and shall be read together with the original Tender Document and Addendum No. 01.

No.	Item	Clarification / Amendment
1	Contract Duration and Proof of Concept (PoC)	The Proof of Concept (PoC) requirement is withdrawn. The contract shall be for forty-eight (48) months (four years), commencing from the effective date of the contract.
2	Examination Office Finisher Printer	The printer designated for the Examination Office shall be a finisher printer meeting the applicable technical specifications and finishing requirements set out in the Tender Document.
3	Additional Enterprise Finisher Printer	One (1) additional Enterprise Finisher Printer, with specifications equivalent to the Examination Office Finisher Printer, is added to the scope. Bidders shall include this additional unit in their pricing.
4	Existing University Printers	Existing University printers are not included in the initial deployment scope. Following contract award, the successful bidder and the University may agree on arrangements for onboarding the existing printers, including managed service support on a cost-per-page basis or other mutually agreed commercial arrangements.
5	Pricing Schedule – Paper Supply	The primary managed printing pricing model shall remain cost-per-page. Bidders may, however, provide an optional cost-per-ream quotation for paper supply. Any such quotation shall be supplementary and shall not replace or alter the required cost-per-page pricing model.
6	Minimum Monthly Print Volume Commitment	For pricing and contract administration purposes, a minimum monthly baseline of 50,000 pages shall apply across the managed printing service. This shall constitute the minimum monthly volume commitment for cost-per-page billing, irrespective of actual monthly utilisation, unless otherwise varied in accordance with the contract.

TENDER CLOSING DATE

The above clarifications and amendments do not alter the tender closing date.

The tender shall therefore close on: **Friday, 25 September 2026** at 10:00 a.m.

OTHER TENDER CONDITIONS

All other terms, conditions, specifications and requirements contained in the Tender Document and Addendum No. 01 remain unchanged and shall continue to apply