

Techtron - 021 673 6756

Cc: Rinus Van Der Ryst <rinusv@techtron.co.za>; Nadia Olivier <NadiaO@techtron.co.za>
Subject: Maxipack Client offboarding

Good day Jacques,

I hope you're doing well.

Could you please assist with the following items for the offboarding of Maxipack:

1. **Microsoft 365 Licenses 14 - 11-25**
 - **Option 1:** Transfer licenses to the new supplier
 - **Option 2:** Cancel the existing subscriptions (the client will be billed for the remaining term):
 - 1 x Microsoft Entra ID P2 (Flexi) – expires 23 Sept 2026
 - 7 x Microsoft 365 Business Premium (Flexi) – expires 26 Oct 2026
 - 1 x Exchange Online (Plan 1) (Flexi) – expires 9 Jul 2026
2. **Domain & Website 21 - 11-25**

Please arrange for the transfer of the **maxipack.co.za** domain and website to the new hosting account.

3. **Server (SVR-MAXIHV01) 28 - 11-25**

Please back up or transfer the data. The server is rented from Techtron, and the hardware will be collected.

4. **Sophos Firewall 28 - 11-25**

The **Sophos XGS107 (Serial: X10126TGGPC87E4)** will be collected – please plan accordingly.

5. **Uniti Devices**
 - **Option 1:** Transfer the current Uniti site to a new controller
 - **Option 2:** Reset and readopt the devices for another controller
6. **PowerDMARC 21 - 11-25**

The PowerDMARC account will be cancelled. Please ensure the related DNS records are updated.

Thank you for your assistance with these items – please let me know if you need any further details or coordination from our side.

Kind regards,

20/10/25 15:33
Jacques / Manie

Techtron Computers (Pty) Ltd
 22 Cumberland Road
 18 Inspace Island Works
 Fairbridge Road
 Cape Town
 7425
 Email: accounts@techtron.co.za

BUSINESS IT SERVICES



Company VAT No: 4580239939
 Company Registration No: 2019/59299/07

Tax Invoice

MAXIPAK SUPPLERS CC
 NUMBER 19 ATKIN ROAD
 GATE 7 AND 8
 SEBENZA
 1609

Invoice Date: 01 June 2025
 Your Account No: MAX001
 Due Date: 01 July 2025
 Invoice No: VB2025/03/218
 Your Company Registration No: 2007/247549/23
 Your VAT No: 4630244616
 Purchase Order No:

Description	Units	Rate	Cost
Microsoft CSP	2.0000	R412,73	R825,47
Microsoft 365 Business Premium, Flex, Annual Commit - NCE	1.0000	R168,84	R168,84
Microsoft Entra ID P2, Flex, Annual Commit - NCE	01 May 2025 - 31 May 2025		
Sub Total:			R994,31
Microsoft CSP ZR	1.0000	R0,00	R0,00
Azure Active Directory Premium P2	01 May 2025 - 29 May 2025		
Microsoft 365 Business Premium	01 May 2025 - 29 May 2025		
Microsoft Flow Free	01 May 2025 - 29 May 2025		
Sub Total:			R0,00
1051596-MCS72K-0001			

*If paying via EFT please use Account or Invoice Number as Ref. *Goods remain the property of Techtron until paid in full *Interest or admin fees may be charged on overdue accounts R.O.E - R18.144/5

Total Excluding VAT	R994,31
VAT	R149,15
Total Including VAT	R1143,46

For electronic and cheque payments please use:
 Pay to: Techtron Computers (Pty) Ltd
 Branch: 201709
 Due Date: 01 Jul 2025
 Reference No: MAX001
 Bank: First National Bank
 Account No: 62151052562



Techtron Computers Pty Ltd
Block B, Unit 3, Baobab Business Park B6 John Vorster Road, Randpark Ridge
Ext 30 2169 - Johannesburg Gauteng (ZA) South Africa
TEL 021 673 6756
VAT: 4580239939

DESCRIPTION	QUANTITY	UNIT PRICE	DISC. %	TAXES	AMOUNT
(FWLSD108) Firewall Service Sophos XGS108 * Network security device that monitors and filters incoming and outgoing network traffic * Device size determined by client requirements * Includes Hardware, License and Remote Support 1 Months 01/06/2025 to 30/06/2025	1.00 Units	1,615.00	0.00	VAT 15%	R 1,615.00
(HSTD) Hosting Standard * Standard hosting of a single domain * Single Domain included * No Emails * One SQL Database * 1GB Storage * 1 FTP Account * 100GB Bandwidth 1 Months 01/06/2025 to 30/06/2025	1.00 Units	300.00	0.00	VAT 15%	R 300.00
* The discount is based on a 3-year commitment * Microsoft licenses will be billed additionally (7 licenses) * Licenses can only be cancelled during the next renewal date					

Subtotal	R 9,755.00
Untaxed Amount	R 9,755.00
VAT 15%	R 1,463.25
Total	R 11,218.25

- All clients with support contracts will have their contracts automatically adjusted as necessary based on their current active contracts.
- Interest Charged on Over Due Accounts
- Prices subject to Change
- Subject to Stock Availability
- All hardware & software remain the property of Techtron until paid in full.
- 50% Deposit required to confirm orders above R20k
- Terms & Conditions

Business IT Services
Page 2 / 3

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BANK: FNB Long Street: 201709 | ACCOUNT: 62151052562



Techtron Computers Pty Ltd

Block B, Unit 3, Maobab Business Park B6 John Vorster Road, Randpark Ridge
Ext 30 2169 - Johannesburg Gauteng (ZA) South Africa

TEL: 021 673 6756

VAT: 4580239939

Shipping Address
Maxipak
19 Aitken Road
Sebenza
Edenvalle GP 1609
South Africa

Maxipak
19 Aitken Road
Sebenza
Edenvalle GP 1609
South Africa
Tax ID: 4630244616

Invoice INV/2025/00533

Invoice Date
01/06/2025

Due Date
01/06/2025

Source
500679

DESCRIPTION	QUANTITY	UNIT PRICE	DISC.%	TAXES	AMOUNT
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Monthly					
IT365C25] T365 Cloud 25 User	1.00 Units	4,850.00	20.00	VAT 15%	R 3,880.00
* Cloud Only Support					
* No Endpoint Device Support					
* M365 Application Support					
1 Months 01/06/2025 to 30/06/2025					

* No Endpoint support. This is cloud only support for users.
* Any endpoint support will be billed on an ADHOC basis
* All IT contract services will be removed (SOC 24/7, Huntress, Security awareness, Tenant backups, device backups, email backups, SharePoint backups and DMARC protection)

(SVRW25] Server Managed 25 Std + 2TB Remote Backup	1.00 Units	4,950.00	20.00	VAT 15%	R 3,960.00
* Techtron Managed Server Backup					
* Includes support, Monitoring, Maintenance and backups					
* Dell Server hardware Included					
* Small to Medium Hardware Requirement					
* Includes Host and one VM OS License					
1 Months 01/06/2025 to 30/06/2025					

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