



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

Private Bag X65, PRETORIA 0001, and Int Code: +27 12 Tel: 406 1812 Fax: 321-0517
Website: www.publicworks.gov.za

Dear Sir/ Madam

You are hereby invited to submit a quotation for the supply and delivery of the following goods/assets/service to the Department of Public Works.

QUOTATION NO : RFQ101A0517
INVITATION DESCRIPTION : SUPPLY & DELIVERY OF STATIONERY
VALIDITY PERIOD : 84 Days
CLOSING TIME : 11:00
CLOSING DATE : 25-02-2026

DESCRIPTION	UNIT OF PURCHASE	QUANTITY REQUIRED	UNIT COST (INCL VAT)	TOTAL AMOUNT (INCL VAT)
SUPPLY & DELIVERY OF STATIONERY <i>please note that only suppliers with proof of address from GATUENG Province will be allocated points for location under specific goal</i>				
FILE DIVIDER A4 1-12 DIVISION(WHITE) MULTI-PUNCHED	EACH	10000		
GLUES TICK 43G	EACH	50		
PEN BALL POINT RED	EACH	20		

PEN BALL POINT	<i>EACH</i>	<i>200</i>		
PAPER BINDERS 50MMX75MM	<i>BOXES</i>	<i>200</i>		
PAPER BINDERS 19MMX25MM	<i>BOXES</i>	<i>200</i>		
STICY NOTES ASSORTED COLOURS 51MMX38MM	<i>EACHE</i>	<i>50</i>		

Quotations may be emailed or hand delivered. If it is hand delivered please send the completed quotation to:

Enquiries
Tel

: Public Works
: Corner Vermeulen and Bosman Street
: Pretoria
: Portia Moipolai
: 012 406 1812

Quotations must be submitted to the following email address:
portia.moipolai@dpw.gov.za or ndpwquotatons@dpw.gov.za

NOTE: Suppliers are to ensure that their banking details are successfully verified on CSD, The department may at any point request verification of the details.

Please stamp the RFQ with your Company Stamp. **However** a quotation on the company letterhead would be accepted. **Failure to** return the forwarded PA-Forms will result in your quotation being considered as non-responsive.