



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	: RFQ: 106A0219
INVITATION DESCRIPTION	: PROCUREMENT OF STATIONERY
VALIDITY PERIOD	: 84
CLOSING TIME	: 11:00
CLOSING DATE	: 06/11/2024

DESCRIPTION	UNIT OF ISSUE	QUANTITY REQUIRED	UNIT COST (INCL VAT)	TOTAL AMOUNT (INCL VAT)
STATIONERY:				
1. A4 Grey Solid Plastic Filling Containers	each	10x		
2. Black ballpoint Pens	each	3x		
3. A4 Hard cover books	each	20x		
4. A4 Hard cover page white, red, blue	each	3x		
5. Arch File	each	10x		
6. Blue permanent Markers	each	10x		
7. Black Permanent Markers	each	30x		
8. Scisor	each	5x		
9. Stapler (26/6)	each	5x		
10. Giant Stapler	each	1x		
11. Pritt	each	10x		
12. Blue Duraplus files	Packet	15x		
13. Hole Puncture	each	2x		
14. Post it flags, each box different colour	each	3x		
15. Sign it here stickers/flags	each	3x		

16. MM Black Foldback clips	each	5x		
17. Paper clip 33mm	each	5x		
SUPPLY AND DELIVERY PLACE GAUTENG: PRETORIA: CGO A427				

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

	: Public Works
	: Corner Vermeulen and Bosman Street
	: Pretoria
Enquiries	: Simon Motau
Tel	: 012 406 1797

Quotations must be submitted to the following email address:
simon.motau@dpw.gov.za and 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.