



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

Private Bag X65, PRETORIA 0001, and Int Code: +27 12 Tel: 012 406 1248 Fax: 086 272 8850
E-mail: tshwarelo.ramoleta@dpw.gov.za 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 : RFQ0199
QUOTATION DESCRIPTION : **BASIC REGISTRY, RECORDS & ARCHIVES**
VALIDITY PERIOD : 84
CLOSING TIME : 11:00AM
CLOSING DATE : 01/09/2026

DESCRIPTION	UNIT OF PURCHASE	QUANTITY REQUIRED	UNIT COST (INCL VAT)	TOTAL AMOUNT (INCL VAT)
APPOINTMENT OF A SERVICE PROVIDER FOR BASIC REGISTRY, RECORDS AND ARCHIVES MANAGEMENT COURSE. <i>See attached Terms of Reference.</i> <i>For technical enquiries regarding the training:</i> <i>Tumelo Sibandze 012 406 1157 or</i> <i>Tumelo.Sibandze@dpw.gov.za</i>	DELEGATE	9		
<i>The service provider should be located in Gauteng province for scoring of location on specific goals.</i>				

Please e-mail the completed quotation to

Enquiries
Tel

: Public Works
: Corner Church and Bosman Street
: **Tshwarelo Ramoleta**
: **012 406 1248**

E-mail : tshwarelo.ramoleta@dpw.gov.za

Quotations must be submitted to the following email address:
ndpwquotations@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.