



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

Private Bag X65, PRETORIA 0001, and Int Code: +27 12 Tel: 406 1036 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	: RFQ159A0164
INVITATION DESCRIPTION	: STATIONERY
VALIDITY PERIOD	: 84 Days
CLOSING TIME	: 11:00
CLOSING DATE	: 12/08/2025

DESCRIPTION	UNIT OF PURCHASE	QUANTITY REQUIRED	UNIT COST (INCL VAT)	TOTAL AMOUNT (INCL VAT)
REQUEST FOR QUOTATION FOR STATIONERY				
1. File Duraplus A4 with clear front pockets (100 Blue and 100 Red colours)	Ea	200		
2. Lever Arc pvc white create clear pocket 2D ring binder (Black or blue colours)	Ea	100		
3. Cellotape 55x66mm	Ea	10		
4. Highlighters assorted colours	Ea	20		
5. Pen ballpoint black	Ea	50		
6. Pop-up message flags sign here 45mm x 25mm	Ea	30		
7. Ruler clear plastic 30cm	Ea	6		
8. Stick note self adhesive 76mm x 76mm	Ea	20		

9. Writing book A4 hardcover counter book faint & margin ruled 288 pages	Ea	10		
10. Glue stick 43g	Ea	10		
11. Gemclip /paper silver 20mm • 50 in a box	box	20		
<u>DELIVERY ADDRESS</u> Centre Walk Building Room 619 Pretoria				
TOTAL PRICE				

SUPPLIER LOCATION MUST BE GAUTENG PROVINCE FOR ALLOCATION OF POINTS

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

Enquiries	: Public Works
Tel	: Corner Vermeulen and Bosman Street
	: Pretoria
	: Veronica Tshokwe
	: 012 406 1036

Quotations must be submitted to the following email address:
Veronica.Tshokwe@dpw.gov.za or 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.