



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: 212A0318
INVITATION DESCRIPTION : PROCUREMENT OF STATIONERY
VALIDITY PERIOD : 84
CLOSING TIME : 11:00
CLOSING DATE : 13/11/2024

DESCRIPTION	UNIT OF PURCHASE	QUANTITY REQUIRED	UNIT COST (INCL VAT)	TOTAL AMOUNT (INCL VAT)
STATIONERY:				
1. Fold Back Paper Clips (19MM)	Each	20 Boxes		
2. Glue Stick 20G	Each	10		
3. Pen, Ball-point, Black	Each	20		
4. Durables Files 2579, Blue & Red	Each	20 Blue & 10 Red		
5. Staples 26/6	Each	5 Boxes		
6. Highlighters Assorted Colours	Each	20		
7. Stapler Giant	Each	1		
8. Stapler Office Metal S17	Each	3		
9. Staples, Giant, 66/8	Each	1 Box		
10. Pen, Ball-Point Blue	Each	20 Boxes		
<i>SUPPLY AND DELIVERY PLACE GAUTENG: PRETORIA: CGO 621 NORTH</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

: Simon Motau

: 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.