



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	: RFQ268A0167
INVITATION DESCRIPTION	SUPPLY & DELIVERY OF STATIONERY
VALIDITY PERIOD	: 84 Days
CLOSING TIME	: 11:00
CLOSING DATE	: 23-07-2025

DESCRIPTION	UNIT OF PURCHASE	QUANTITY REQUIRED	UNIT COST (INCL VAT)	TOTAL AMOUNT (INCL VAT)
<i>Supply & delivery of stationery chair</i> <i>please note that only suppliers with proof of address from GAUTENG Province will be allocated points for location under specific goal</i>				
<i>Multi coloured packs of 06</i>	<i>Pack of 06</i>	<i>10</i>		
<i>File duraplus A4 with clear font pockets (various colours) red</i>	<i>Each</i>	<i>500</i>		
<i>File duraplus A4 with clear font pockets (various colours) blue</i>	<i>Each</i>	<i>500</i>		
<i>File duraplus A4 with clear font pockets (various colours) green</i>	<i>Each</i>	<i>20</i>		

File duraplus A4 with clear font pockets (various colours) yellow	Each	50		
Packets plastic refuse bags (910mmX760mm)	Each	20		
Gel pens black	Each	100		
Prit 43g	Each	10		
Stick note self adhesive 130mmX85mm assorted colours	Each	10		
Sellopae 18mm	Each	10		
Exam pad A4 100 sheets punch	Each	40		
16 digital extra desktop calculator	Each	01		
Scientific calculator	Each	01		
192 Pages A4 hard cover writing book	Each	20		
Pop up sign here flags 45mmX12mm	Each	20		

<i>Metal binder clip fold back clip 32mm</i>	<i>Each</i>	<i>10</i>		
<i>Metal binder clip fold back clip 19mm</i>	<i>Each</i>	<i>10</i>		
<i>100 sheets white cardboard sheets</i>	<i>Pack</i>	<i>01</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.