



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 2199 Fax: 086 272 8850
E-mail: siphokazi.mapeyi@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 : 269A0455
QUOTATION DESCRIPTION : SUPPLY AND DELIVERY OF STATIONERY
VALIDITY PERIOD : 84 Days
CLOSING TIME : 11:00
CLOSING DATE : 16/03/2026

DESCRIPTION	UNIT OF PURCHASE	QUANTITY REQUIRED	UNIT COST (INCL VAT)	TOTAL AMOUNT (INCL VAT)
1. A4 Duraplus File with Clear front Pocket (Blue)	Box of 25	10		
2. A4 Duraplus File with Clear front Pocket (Red)	Box of 25	10		
3. A4 Plastic Pocket Sleeves Multi-Punched	Packet of 100	10		
4. Sign Here Flags 44mm x 25mm, yellow and red. Wording sign here	Each	20		
5. Ballpoint Pen Black 0,7mm	Box of 50	2		
6. Lead pencils with refills	Box of 40	2		
7. Highlighters Assorted Colours	Each	5		
8. Liquid Glue Stick 50ml	Each	5		
9. Correction Liquid Pen 10ml	Each	5		
10. Cellotape 12mmx 66mm	Each	3		
11. Cellotape 18mmx 66mm	Each	2		
12. A4 Brown Envelopes	Box of 250	2		

Please e-mail the completed quotation to

**Enquiries
Tel**

**: Public Works
: Corner Church and Bosman Street
: Siphokazi Mapeyi
: 012 406 1854**

Mobile :
E-mail : siphokazi.mapeyi@dpw.gov.za

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

Or at the Quotation Box: CGO Building, 256 Madiba Street, Pretoria Central, 0001

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.