



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: keneuwe.mathatho@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 : RFQ0150
QUOTATION DESCRIPTION : SUPPLY AND DELIVERY OF STATIONERY
VALIDITY PERIOD : 84 Days
CLOSING TIME : 11:00
CLOSING DATE : 29/07/2024

DESCRIPTION	UNIT OF PURCHASE	QUANTITY REQUIRED	UNIT COST (INCL VAT)	TOTAL AMOUNT (INCL VAT)
A4 MEDIUM WEIGHT FILE ECONOMY RANGE WITH FLAPS	EACH	6		
POP-UP SIGN HERE FLAGS 45MM X 12MM ASSORTED COLOURS	EACH	10		
A4 HEAVY WEIGHT FILE WITH FLAPS	EACH	6		
INK ENDORSING RED 30ML	EACH	3		
INK PAD 110MM X 147MM RED	EACH	2		
STICK NOTE SELF ADHESIVE (Post it Pad)	EACH	30		
GLUE STICK 100G	EACH	10		
HIGHLIGHTERS ASSORTED COLOURS	EACH	10		
FOLD BACK PAPER CLIP 19MM	EACH	10		
FOLD BACK PAPER CLIP 32MM	EACH	10		
PEN, BALL POINT BLUE	EACH	10		
MARKER PERMANENT	EACH	5		
WRITING BOOK A4 HARDCOVER	EACH	3		
FILE DURAPLUS A4 WITH CLEAR FRONT POCKETS	EACH	30		
PEN, BALL POINT BLACK	EACH	20		
CALCULATOR, FINANCIAL	EACH	5		

Only Suppliers with Proof of address from Gauteng Province will be allocated points for Location under specific goal.

Enquiries
Contact : Keneuwe Mathatho
Tel : 012 406 2199
E-mail : keneuwe.mathatho@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.