



higher education
& training
Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



BUFFALO CITY
TVET COLLEGE

**REQUEST FOR QUOTATION: Emotional Intelligence short course (13) Admin
Centre: Academic and SSS**

Kindly see the attached request for quote (RFQ). Quotations should be forwarded to weziwe@bccollege.co.za; cc: zimkhitha@bccollege.co.za

Kindly submit the following **COMPULSORY** documents when responding to the RFQ

- Signed quotation (quotations not signed will be eliminated)
- Declaration forms (SBD 4, 8 and 9)
- Certified BEE certificate (0 points will be awarded for BEE certificates that are not certified)
- Tax Clearance Certificate
- CSD report
- Bank Confirmation Letter (not older than 3 months)

Closing Date: 08 November 2021 at 11h00am. No late or hand delivered documents will be accepted. ONLY EMAILED DOCUMENTS WILL BE ACCEPTED

Enquiries: Ms Weziwe Gwabavu / Zimkhitha Jikwana

043 704 9241



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BUFFALO CITY TVET COLLEGE

Enquiries:

Miss L. Jongidiza (043-704 9207/0833691965)

Date:

ljongidiza@bccollege.co.za

Expected Delivery Date:

07 October 2021

To be confirmed.

RE: QUOTATION REQUEST

Kindly provide us with the quotation for 13 Support staff members from Admin Centre: Academic and SSS that are interested to attend an Emotional Intelligence short course at your Institution.

ADMIN CENTRE

Cnr Lukh Road & King Street
Private Bag 9016
East London, 5200
Tel: (043) 704 9352
Fax: (043) 743 4254
Email: cao@bccollege.co.za

COLLEGE CAMPUSES

SCHOOL OF BUSINESS:

EAST LONDON CAMPUS
Lukh Road, East London
Private Bag 9016
East London, 5200
Tel: (043) 722 5453
Fax: (043) 743 0116
Email: skadmin@bccollege.co.za

SCHOOL OF ENGINEERING JOHN KNOX BOKWE CAMPUS

Mfosa Street, Nul, Mdantsane
Private Bag X24
Mdantsane, 5219
Tel: (043) 761 1792
Fax: (043) 761 4803
Email: jbedmin@bccollege.co.za

SCHOOL OF OCCUPATIONAL

TRAINING
ST MARKS CAMPUS
St Marks Road, 5200
East London
Private Bag 9016
East London, 5200
Tel: (043) 743 6554
Fax: (043) 743 9656
Email: training@bccollege.co.za

KING STREET SITE

17 King Street
East London
Tel: (043) 7224949
Fax: (043) 742 3351
Email:
mpuffet@bccollege.co.za

No	Item	Item Description	Quantity
	Training for 13 Staff members	<ul style="list-style-type: none"> Emotional Intelligence short course Duration: 2 Days Training Unit Standard 262031. NQF Level 5 04 Credits. In-house training 	13

- Quotations must be dated, signed and stamped.
- Quotations must be accompanied by the following documents:
 - Signed quotation with banking details,
 - Certified BBBEE Certificate,
 - SBD forms,
 - Valid Tax Clearance Certificate and
- Quotations must have validation date.
- CSD Forms
- Bank Confirmation Letter.

Signed by: 
Skills Development Facilitator: L. Jongidiza

Signed by: 
DP: Corporate Service: Z. Chola

Signed by: 
AD: SCM