



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



**BUFFALO CITY**  
**TVET COLLEGE**

**REQUEST FOR QUOTATION: Emotional Intelligence short course (52) at East London Campus**

Kindly see the attached request for quote (RFQ). Quotations should be forwarded to [weziwe@bccollege.co.za](mailto:weziwe@bccollege.co.za); cc: [zimkhitha@bccollege.co.za](mailto: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 52 Support staff members from East London Campus that are interested to attend an Emotional Intelligence short course at your Institution.

#### ADMIN CENTRE

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

#### COLLEGE CAMPUSES

##### SCHOOL OF BUSINESS: EAST LONDON CAMPUS

Lukin Road, East London  
Private Bag 9016  
East London, 5200  
Tel: (043) 722 5453  
Fax: (043) 743 0116  
Email: elcadmin@bccollege.co.za

##### SCHOOL OF ENGINEERING JOHN KNOX BOKWE CAMPUS

Mfusa Street, Ntu1, Mdantsane  
Private Bag X24  
Mdantsane, 5219  
Tel: (043) 761 1792  
Fax: (043) 761 4803  
Email: jkbadmin@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 9650  
Email: training@bccollege.co.za

##### KING STREET SITE

17 King Street  
East London  
Tel: (043) 7224849  
Fax: (043) 742 3351  
Email:  
mpuffet@bccollege.co.za

No	Item	Item Description	Quantity
	Training for 52 Staff members	<ul style="list-style-type: none"> <li>Emotional Intelligence short course</li> <li>Duration: 2 Days</li> <li>Training Unit Standard 252031.</li> <li>NQF Level 6</li> <li>04 Credits.</li> <li>in-house training</li> </ul>	52

- 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. Ghoja

Signed by:   
AD: SCM