



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



BUFFALO CITY
TVET COLLEGE

REQUEST FOR QUOTATION: Emotional Intelligence short course (42) at John Knox Bokwe Campus

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. Jongidza (043-704 9207/0833691965)

Date:

07 October 2021

Expected Delivery Date:

To be confirmed.

RE: QUOTATION REQUEST

Kindly provide us with the quotation for 42 Support staff members from John Knox Bokwe 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: cao@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**

Mfaza Street, Nul., Mdantsane
Private Bag X24
Mdantsane, 5219
Tel: (043) 761 1792
Fax: (043) 761 4803
Email: jbadmin@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) 7224949
Fax: (043) 742 3351
Email: mpuffet@bccollege.co.za

| No | Item | Item Description | Quantity |
|----|-------------------------------|--|----------|
| | Training for 42 Staff members | <ul style="list-style-type: none"> Emotional Intelligence short course Duration: 2 Days Training Unit Standard 262081. NQF Level 5 04 Credits. In-house training | 42 |

- 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. Jongidza

Signed by: 
DP: Corporate Services - Z. Chola

Signed by: 
AD: SCM