



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



**BUFFALO CITY
TVET COLLEGE**

REQUEST FOR QUOTATION: STATIONERY FOR ELC

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: 10 February 2022 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



higher education
& training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



**BUFFALO CITY
TVET COLLEGE**

Te: 043 704 9263

QUOTE REQUEST

12.01.2022

Email : zsikhuza@bccollege.co.za

Kindly assist with the quotation for the following:

Education and Development

ITEM	DESCRIPTION	QTY
Pritt	glue stick	
Scissors		200
Rulers		208
Khoki pens	12's	200
Coloured crayons	12's	200
Pencil		200
Pens	Black	200
Erasers		200
Permanent marker	Black	200
A2 paper	500 sheets in a pack (Black,white,red,yellow,orange,green)	200
A3 paper	500 sheets in a pack (Black,white,red,yellow,orange,green)	10 of each
A4 paper	500 sheets in a pack (Black,white,red,yellow,orange,green)	10 of each
Paint brushes	Different sizes 12's	10 of each
Powered paints	Different colours	3
Wax crayons	12's	1 of each
Glue	small	12
		12

Office Administration

ITEM	DESCRIPTION	QTY
Envelopes	DL	
Paper	A4 reams	1 Box
Paper	A3 reams	150
Pritt	Glue (small)	5
Permanent marker	Black	20
Plastic sleeves	100's	5
Metal file clips	50's	5
Scissors		6
Envelopes	A4	5
Envelopes	DL	150
Prestic		200
Paper clips	100's	2
Staples	26/6	5 boxes
USB Flash drives	64gb	5 boxes
Earphones	Jellies	10
		100

Finance

ITEM	DESCRIPTION	QTY
Staples	26/6	4 boxes
Paper clips	100's	4 boxes
Pritt	24's	2 boxes
Scissors		20
Envelopes	A4 brown	20

Toursim

ITEM	DESCRIPTION	QTY
Pritt	24's	8
Pens	Black 60's	8 boxes
Paper	A3 white	8 reams
Paper	A4 white	8 boxes
Plastic sleeves	100's	8
Envelopes	A4 brown	80
Flip files	20 pages	200

Please attach:

Certified copy of BBBEE Certificate with original stamp
 Complete the attached SBD4, SBD8, and SBD9 forms

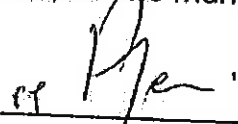
Expected Delivery : 12 February 2022

NB: The quotation must be dated and signed

Delivery costs must be included on the quote

Requestor

Responsible manager

N. Seku

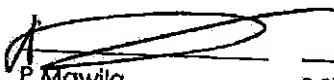
X. Madlik

Requestor

Campus Manager

Section Manager

SCM:AD




P. Mawila

S. Siwisa