



REQUEST FOR FORMAL WRITTEN QUOTATIONS

Gauteng CET College is hereby inviting service providers to quote on the following:

ADVERTISEMENT

RFQ Number	Description	Contact Person	Closing Date
RFQ 2024/322	STATIONARY Prospective service providers are hereby requested to quote on Supply and delivery of stationary for DUDUZA CLC as per the attached Annexure "A",	Kgaogelo Sello 010 900 1174	15 April 2024 10H00

Submission of Quotation:

Online submission: [Submit online on Etender website.](#)

Terms and Conditions relating to Request for Quotations:

- The Gauteng CET College Supply Chain Management Policy will apply.
- Gauteng CET College reserves the right not to appoint where applicable.
- **Late emailed quotations will not be considered.**
- Quotations submitted are to hold good for the period up until to 60 days;
- All persons in the service of the state are not allowed to quote; and
- 80/20 Preferential Pointing System will be used to evaluate the quotations
- All service providers/suppliers should be registered on Central Supplier Database (CSD) at <https://secured.csd.gov.za / www.csd.gov.za> and the proof of CSD Registration documents must be attached

Your quotation should be accompanied by the following supporting documents:

(Failure to submit the below mentioned documents will result in immediate disqualification)

1. Company registration documents (CIPRO / CIPC)
2. A valid Tax clearance certificate
3. **SBD 4 (Declaration form) must be completed in full, Failure to use the attached SBD4 will result in your application being disqualified, Date must match with quotation date.**
4. Proof of Central Suppliers Database (CSD) Registration documents
5. Submit an originally certified copies of the directors ID documents
6. Company Profile
7. The municipal rates & taxes statement in the company's name
 1. If the business operates from the director's residence, the municipal rates and taxes on the director's name must be attached together with an affidavit indicating that the business operates on the said address.
 2. If business operates from leased premises: a valid lease agreement must be attached.
8. An original or certified copy of a valid BBBEE Certificate (SANAS ACCREDITED) or A BBBEE Sworn affidavit signed by the Commissioner of oaths.

ANNEXURE A

Gauteng Community Education and Training College

Head Office: 100 Northern Parkway RD, Ormonde 2011.1st floor Block D, Crownwood office Park

Tel: 011 900 1174

Email: info@getc.edu.za



Item Description	QUANTITY
WALL CLOCK'S	4
BATTERY FOR WALL CLOCKS (AAA)	5 PACKS
BLACK PENS (BIC)	4 BOXES
BOSTIK	1 BOX
WHITE BOARD MARKERS	10 BOXES
WHITE BOARD (WITH STANDING LEGS)	2
MASKING TAPE 40m (WHITE)	50 SINGLES
TYPEK PHOTO COPIER PAPER A4	6 BOXES
SMALL SCISSORS	10
ARCH FILES (BLACK)	50
TOILET PAPER (DOUBLE PLY) 48	4
TONER CANON MACHINE MG3640 (PG440 XL) BLACK	6 SINGLES