

REQUEST FOR PROPOSAL (RFP) FOR APPOINTMENT OF A CONTRACTOR FOR SUPPLY AND DELIVERY OF STATIONERY IN GAUTENG REGION ON AN “AS AND WHEN” REQUIRED BASIS FOR A PERIOD OF THIRTY-SIX MONTHS.



FORM-C

FORM C: TENDER FORM

CURRENT TENDER DETAILS

Request number:	70/10/2026 GAU SCM-STATIONERY
Request for Tender:	REQUEST FOR PROPOSAL (RFP) FOR APPOINTMENT OF A CONTRACTOR FOR SUPPLY AND DELIVERY OF STATIONERY IN GAUTENG REGION ON AN “AS AND WHEN” REQUIRED BASIS FOR A PERIOD OF THIRTY-SIX MONTHS.

I / We _____

(Insert Name of Tendering Entity) of _____

_____ (Full address) Conducting

business under the style or title of: _____

Represented by: _____

in my capacity as: _____

being duly authorised thereto by a Resolution of the Board of Directors / Certificate of Partners, Members or Participants, as the case may be, dated _____, a certified copy of which is annexed hereto, hereby offer to undertake and complete the above-mentioned work (hereinafter called “the WORKS”) at the prices quoted in the bills of quantities / schedule of quantities or, where these do not form part of the contract, at a lump sum, in accordance with the terms set forth in the accompanying letter(s) reference _____ and dated _____ (if any) and the documents listed in the accompanying schedule of tender documents for the sum of R _____ (amount in words), _____ (amount in numbers) (All applicable taxes included)

- N.B.** (i) In the event of any discrepancy, the amount in words will take precedence over the amount in figures.
- (ii) Where items in the priced bills of quantities submitted with the tender for the WORKS other than architectural building work are incorrectly extended arithmetically, the unit rate will be treated as decisive.
- (iii) In tenders for architectural building work the total amount will be treated as decisive. If amounts for individual items cannot be reconciled with the total amount, the amounts for individual items shall be adjusted to the satisfaction of the PRASA to conform to the total amount.

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The following list of persons are hereby authorised to negotiate on behalf of the abovementioned entity, should PRASA decide to enter into Post Tender Negotiations with shortlisted bidder(s).

FULL NAME(S)	CAPACITY	SIGNATURE
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I/We hereby offer to supply the above-mentioned Services at the prices quoted in the schedule of prices in accordance with the terms set forth in the documents listed in the accompanying schedule of RFP documents.

I / We accept that should PRASA accept my / our tender and issue me / us with the notice of acceptance, this tender and, if any, its covering letter and any subsequent exchange of correspondence together with the PRASA acceptance thereof, such acceptance shall be subject to a written contract to be concluded between the PRASA and me / us.

I / We undertake to produce acceptable documentary proof of the necessary coverage for Workmen's Compensation, Securities and Insurance within **30 (thirty)** working days of notification of awarding of the contract, and to sign a formal contract if called upon by the PRASA to do so within **7 (seven)** working days of notification by the PRASA that the contract documents are ready for signature.

I / We undertake to complete the whole of the WORKS within _____
(in words) from the date of notification to me / us of acceptance of the tender, subject to completion in stages if and as laid down in the project specification and to such extensions of time as may be granted. Failing completion of the WORKS or any stage of the WORKS within the period stipulated or by such extended date(s) as may be allowed by the PRASA I / we shall pay to the PRASA in terms of the Conventional Penalties Act 15 of 1962, the penalty for which provision is made in the project specification. The ordering of any alterations, extras, additions or omissions shall not in any way prejudice the PRASA claim for such penalty.

Application for relief from the obligation to pay a penalty will be considered by the PRASA but shall be granted only if I / we can prove to the reasonable satisfaction of the PRASA that the penalty is out of proportion to the prejudice suffered by the PRASA by reason of the act or omission in respect of which the penalty was stipulated.

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I / We declare that this tender holds good until _____ (a minimum period of **90 working days from closing date is required**).

I / We further agree that if, after I / we have been notified of the acceptance of my / our tender, I / we fail to enter into a formal contract if called upon to do so, or fail to furnish satisfactory security for the due and proper completion of the WORKS, the PRASA may, without prejudice to any other legal remedy which it may have, recover from me / us any expense to which it may have been put in calling for tenders afresh and / or having to accept any less favourable tender.

I / We undertake, in the event of my / our tender being accepted, to deposit with the PRASA as security for the due and proper completion of the WORKS, a Performance Bond issued by a South African registered Bank to the value of **ten (10) per cent** of the contract price (VAT inclusive).

I/ We declare that being a company / partnership / close corporation / joint venture, I / we have duly completed the annexure hereto and certified it as correct.

The several documents involved are to be taken as complementary to each other. In the event of any conflict between the content of any of the documents listed in the schedule of tender documents (other than the project specification) and the project specification, the latter shall prevail. In the event of any conflict between the letter that accompanies the tender or other relevant correspondence and the contents of the documents listed in the schedule of tender documents (including the project specification) such letter or correspondence shall prevail.

I/we agree that non-compliance with any of the material terms of this RFP, including those mentioned above, will constitute a material breach of contract and provide PRASA with cause for cancellation.

THUS DONE and SIGNED at _____ on this _____
day of _____

DULY AUTHORISED SIGNATORY(IES) WITNESSES

1. _____	1. _____
2. _____	2. _____
3. _____	3. _____

PRICING SCHEDULE

ITEM	DESCRIPTION	QTY	UNIT OF MEASURE	TOTAL PRICE
1.	PAPER, BOND; COLOR WHITE, APPLICATION PHOTOCOPY, SIZE DESIGNATOR A4, QUANTITY WITHIN EACH UNIT PACKAGE RM 500; P/N: UNK TYPEK; LONG GRAIN 80 G/M 2 SIZE: 210 MM X 297 MM OR EQUIVALENT	1	EA	
2.	PENCIL; TYPE CARPENTERS, COLOR BLACK/RED, PACKAGE TYPE BOX 12; MARKING: TO BE MARKED S.A.R.-S.A.S. THE FOLLOWING INFORMATION SHALL APPEAR ON EACH BOX: (1) S.A.R.-S.A.S. (2) CONTRACT OR ORDER NUMBER (3) QUANTITY AND THE GRADE OF PENCIL OR EQUIVALENT	1	EA	
3.	STAPLE; TYPE OFFICE, FINISH COATED, MATERIAL STL, SPECIAL FEATURES CHISEL POINTED ENDS, PACKAGE TYPE BOX 5000; NO 7,26/6 OR EQUIVALENT	1	EA	
4.	PEN, BALL-POINT; TYPE BIC FINE ORANGE, COLOR BLACK OR EQUIVALENT	1	EA	
5.	PEN, BALL-POINT; TYPE BIC -FINE ORANGE, COLOR RED, OR EQUIVALENT	1	EA	
6.	BIC BALL POINT MEDIUM RED PEN OR EQUIVALENT	1	EA	
7.	PEN, BALL-POINT; TYPE PENTEL SUPERB BK77, COLOR BLACK OR EQUIVALENT	1	EA	
8.	PEN, BALL-POINT; TYPE PENTEL SUPERB BK77, COLOR RED OR EQUIVALENT	1	EA	
9.	ADHESIVE; TYPE GLUE STICK - PRITT 43G OR EQUIVALENT	1	EA	
10.	ADHESIVE; TYPE PRESTIK 100G – BOSTIK OR EQUIVALENT	1	EA	
11.	ADHESIVE; TYPE TAPE - PACKAGING – 48MM X 100M - CLEAR OR EQUIVALENT	1	EA	
12.	ADHESIVE; TYPE TAPE - PACKAGING – 48MM X 100M - BUFF	1	EA	
13.	PAPER, DUPLICATING, COPY; TYPE A4 80G - WHITE, PACKAGE TYPE REAM OF 500 SHEETS OR EQUIVALENT	1	EA	
14.	PAPER, DUPLICATING, COPY; TYPE A4 80G TYPEK - WHITE, PACKAGE TYPE REAM OF 500 SHEETS OR EQUIVALENT	1	EA	

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15.	PAPER, DUPLICATING, COPY; TYPE A4 80G TYPEK - CELESTIAL BLUE, PACKAGE TYPE REAM OF 500 SHEETS OR EQUIVALENT	1	EA	
16.	PAPER, DUPLICATING, COPY; TYPE A4 80G TYPEK - CREAM, PACKAGE TYPE REAM OF 500 SHEETS OR EQUIVALENT	1	EA	
17.	PAPER, DUPLICATING, COPY; TYPE A4 80G TYPEK - JADE, PACKAGE TYPE REAM OF 500 SHEETS OR EQUIVALENT	1	EA	
18.	PAPER, DUPLICATING, COPY; TYPE A4 80G TYPEK - PINK, PACKAGE TYPE REAM OF 500 SHEETS OR EQUIVALENT	1	EA	
19.	PAPER, DUPLICATING, COPY; TYPE A4 80G TYPEK OR SIMILAR- SUNLIGHT YELLOW, PACKAGE TYPE REAM OF 500 SHEETS OR EQUIVALENT	1	EA	
20.	PAPER, DUPLICATING, COPY; TYPE A3 80GM - WHITE, PACKAGE TYPE REAM OF 500 SHEETS OR EQUIVALENT	1	EA	
21.	SHEET; TYPE BINDING - A4 ACETATE – CLEAR COVER, SPECIFICATION 60, 180 MICRON OR EQUIVALENT	1	EA	
22.	SHEET; TYPE BINDING - A4 ACETATE – BLUE COVER, SPECIFICATION 60, 180 MICRON OR EQUIVALENT	1	EA	
23.	BINDING A4 160G WHITE OR EQUIVALENT	1	EA	
24.	BOARD; TYP A4 BACKING 160G - TINTED BLUE. OR EQUIVALENT	1	EA	
25.	BOARD; TYPE A4 BACKING 160G - TINTED GREEN OR EQUIVALENT	1	EA	
26.	BOARD; TYPE A4 BACKING 160G - TINTED PINK OR EQUIVALENT	1	EA	
27.	BOARD; TYPE A4 BACKING 160G - TINTED YELLOW OR EQUIVALENT	1	EA	
28.	COVER; TYPE A4 CLEAR/WHITE - GBC – PKT 25 EA OR EQUIVALENT	1	EA	
29.	BINDING ELEMENT; TYPE A4 RING – 10MM - WHITE OR EQUIVALENT	1	EA	
30.	BINDING ELEMENT; TYPE A4 RING – 12MM -WHITE OR EQUIVALENT	1	EA	

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31.	BINDING ELEMENT; TYPE A4 RING – 16MM -BLACK OR EQUIVALENT	1	EA	
32.	BINDING ELEMENT; TYPE A4 RING – 16MM - WHITE OR EQUIVALENT	1	EA	
33.	BINDING ELEMENT; TYPE A4 RING – 20MM - BLACK OR EQUIVALENT	1	EA	
34.	BINDING ELEMENT; TYPE A4 RING – 20MM - WHITE OR EQUIVALENT	1	EA	
35.	BINDING ELEMENT. OR EQUIVALENT	1	EA	
36.	BINDING ELEMENT; TYPE A4 RING – 25MM - WHITE OR EQUIVALENT	1	EA	
37.	BINDING ELEMENT; TYPE A4 RING – 51MM - BLACK OR EQUIVALENT	1	EA	
38.	HIGHLIGHTER - REPLICA - BLUE OR EQUIVALENT	1	EA	
39.	MARKER, FELT TIP; TYPE MARKER, HIGHLIGHTER, REPLICA, COLOR GREEN OR EQUIVALENT	1	EA	
40.	MARKER, FELT TIP, TYPE MARKER, HIGHLIGHTER, REPLICA, COLOR ORANGE, OR EQUIVALENT	1	EA	
41.	MARKER, FELT TIP; CLO PURPLE. OR EQUIVALENT	1	EA	
42.	HIGHLIGHTER - REPLICA - RED OR EQUIVALENT	1	EA	
43.	MARKER, FELT TIP, TYPE MARKER, HIGHLIGHTER, REPLICA, COLOR YELLOW, OR EQUIVALENT	1	EA	
44.	MARKER, FELT TIP; TYPE MARKER, OHP PERMANENT, PENFLEX, COLOR BLACK, TIP TYPE FINE OR EQUIVALENT	1	EA	
45.	MARKER, FELT TIP; TYPE MARKER, OHP PERMANENT, PENFLEX, COLOR RED, TIP TYPE FINE OR EQUIVALENT	1	EA	
46.	MARKER, FELT TIP; TYPE MARKER, PERMANENT, ARTLINE 70, TIP SIZE BULLET POINT, COLOR BLACK OR EQUIVALENT	1	EA	
47.	MARKER, FELT TIP; TYPE MARKER, WHITEBOARD, ARTLINE 500, TIP SIZE BULLET, COLOR BLACK, OR EQUIVALENT	1	EA	
48.	MARKER, FELT TIP; TYPE MARKER, WHITEBOARD, ARTLINE 500, TIP SIZE BULLET, COLOR BLUE, OR EQUIVALENT	1	EA	

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49.	MARKER, FELT TIP; TYPE MARKER, WHITEBOARD, ARTLINE 500, TIP SIZE BULLET, COLOR BROWN OR EQUIVALENT	1	EA	
50.	MARKER, FELT TIP; TYPE MARKER, WHITEBOARD, ARTLINE 500, TIP SIZE BULLET, COLOR GREEN	1	EA	
51.	MARKER, FELT TIP; TYPE MARKER, WHITEBOARD, ARTLINE 500, TIP SIZE BULLET, COLOR RED, OR EQUIVALENT	1	EA	
52.	BOOK; TYPE A4 COUNTER FEINT & MARGIN, 192PG, JD 161 OR EQUIVALENT	1	EA	
53.	BOOK; TYPE A4 COUNTER FEINT & MARGIN, 288PG, JD 162 OR EQUIVALENT	1	EA	
54.	BOOK; TYPE A4 COUNTER FEINT & MARGIN, 384PG, JD 162 OR EQUIVALENT	1	EA	
55.	BOOK; TYPE A4 COUNTER FEINT & MARGIN, 96PG, JD 160 OR EQUIVALENT	1	EA	
56.	BOOK DUPL; TYP A4, JD 55. OR EQUIVALENT	1	EA	
57.	BOOK; TYPE A4 EXAM PAD, PUNCHED, FEATURES 210MM X 297MM 100P, JD 581 OR EQUIVALENT	1	EA	
58.	BOOK; TYPE A6 INDEX FEINT RULED, 144PG, JD 424 OR EQUIVALENT	1	EA	
59.	BOOK; TYPE A6 MEMO FEINT RULED, FEATURES 144PG, JD 356 HARD COVER OR EQUIVALENT	1	EA	
60.	CALCULATOR, ELECTRONIC; TYPE DESKTOP 12 DIGIT, SHARP EL2128 OR EQUIVALENT	1	EA	
61.	PAPER, CARBON, PENCIL; COLOR BLACK, GRADE TENACIA, DIMENSIONS A4, 210MM X 297MM, PACKAGE TYPE PAD OR EQUIVALENT	1	EA	
62.	PAPER CARBN;BLUE,TENACIA, PAD. OR EQUIVALENT	1	EA	
63.	CLIPS FOLDING 19MM NO1 OR EQUIVALENT	1	EA	
64.	CLIP, PAPER; TYPE CLIPS, FOLDBACK, 32MM, NO.3 OR EQUIVALENT	1	EA	
65.	CLIP, PAPER; TYPE CLIPS, FOLDBACK, 41MM, NO.4 OR EQUIVALENT	1	EA	
66.	CLIP, PAPER; TYPE CLIPS, FOLDBACK, 19MM, NO.1 OR EQUIVALENT	1	EA	

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67.	CLIP, PAPER; TYPE CLIPS, FOLDBACK, 51MM, NO.5 OR EQUIVALENT	1	EA	
68.	CLIP, PAPER; TYPE CLIPS, FASTENERS, 17MM, NO.2, PACKAGE TYPE SUPPLIED IN BOX CONTAINING 100, CLIP MATERIAL BRASS OR EQUIVALENT	1	EA	
69.	CLIP, PAPER; TYPE CLIPS, FASTENERS, GIANT, 50MM, PACKAGE TYPE SUPPLIED IN BOX, CLIP MATERIAL SILVER OR EQUIVALENT	1	EA	
70.	CLIP, PAPER; TYPE CLIPS, PAPER WHITE, 30MM, W287, CLIP MATERIAL PLASTIC COATED OR EQUIVALENT	1	EA	
71.	FLUID, CORRECTION; TYPE CORRECTION FLUID, CONTAINER 20ML, COLOR WHITE OR EQUIVALENT	1	EA	
72.	HOLDER; TYPE PAPER CUBE HOLDER ONLY, BLACK, DESK ACCESSORY OR EQUIVALENT	1	EA	
73.	ENVELOPE, MAILING; TYPE INTER OFFICE, ENP99B, DIMENSIONS 254MM X 381MM OR EQUIVALENT	1	EA	
74.	ENVELOPE, MAILING; TYPE INTER OFFICE, ENP99B, DIMENSIONS C4229 MM X324 OR EQUIVALENT	1	EA	
75.	ERASER, BOARD; TYPE WHITEBOARD ERASER, PARROT BA0105 OR EQUIVALENT	1	EA	
76.	ERASER RUBBR; MTR PLASTIC/RUBER NATURAL.. OR EQUIVALENT	1	EA	
77.	ERASER, RUBBER; TYPE ERASER, PRIMELINE, MATERIAL PLASTIC/RUBBER NATURAL OR EQUIVALENT	1	EA	
78.	RING, LOOSE-LEAF BINDER; TYPE FILING 2 RING BINDER, COLOR BLUE, DIMENSIONS 50MM, CAPACITY A4 OR EQUIVALENT	1	EA	
79.	FILE, STATIONERY; TYPE LEVER ARCH, 70MM, W164/S1029, MATERIAL POLYPROPYLENE, SIZE A4, COLOR BLUE OR EQUIVALENT	1	EA	
80.	BOARD, PRINTED CIRCUIT; TYPE TRACTION RECTIFIER VOLTAGE DIVIDER; P/N: 36880421 SEMIKRON OR EQUIVALENT	1	EA	
81.	BOARD; TYPE INDEX - A4 10 TAB BUFF, APPLICATION MULTIPUNCHED – OR EQUIVALENT	1	EA	
82.	BOARD; TYPE INDEX - A4 10 TAB – GREEN, APPLICATION MULTIPUNCHED OR EQUIVALENT	1	EA	
83.	BOARD; TYPE INDEX - A4 10 TAB - PINK, APPLICATION MULTIPUNCHED OR EQUIVALENT	1	EA	

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84.	BOARD; TYPE INDEX - A4 10 TAB - WHITE, APPLICATION MULTIPUNCHED OR EQUIVALENT	1	EA	
85.	CARD, INDEX; TYPE A4 1- 31- IND1131, FEATURES MULTIPUNCHED PRINTED PVC OR EQUIVALENT	1	EA	
86.	CARD, INDEX; TYPE A4 - A-Z - IND1116, FEATURES MULTIPUNCHED PRINTED PVC OR EQUIVALENT	1	EA	
87.	CARD, INDEX; TYPE A4 - JAN - DEC, FEATURES MULTIPUNCHED PRINTED PVC OR EQUIVALENT	1	EA	
88.	INK; TYP STAMP PAD, CNT 30 ML, CLO BLACK. OR EQUIVALENT	1	EA	
89.	INK; TYP STAMP PAD, CNT 30 MILLILITRE. OR EQUIVALENT	1	EA	
90.	PIN; TYPE OFFICE, SPECIFICATION 100 G, LENGTH 26 MILIMETER OR EQUIVALENT	1	EA	
91.	POST IT RESPONSIBILITY 25MM*43MM SIGN H OR EQUIVALENT	1	EA	
92.	STICKER; TYPE POST IT – REPOSITIONABLE FLAG, DIMENSIONS 25 X 43 MILLIMETRE, COLOR BLUE OR EQUIVALENT	1	EA	
93.	STICKER; DMN 25 X 43 MM FLORESCENT PINK OR EQUIVALENT	1	EA	
94.	POST IT GREEN 25MM*43MM OR EQUIVALENT	1	EA	
95.	STICKER; DMN 25 X 43 MM ORANGE. OR EQUIVALENT	1	EA	
96.	STICKER; DMN 25 X 43 MILLIMETRE. OR EQUIVALENT	1	EA	
97.	POST IT RED25MM*43MM OR EQUIVALENT	1	EA	
98.	STICKER; DMN 25 X 43 MM WHITE. OR EQUIVALENT	1	EA	
99.	POST IT - REPOSITIONABLE FLAGS YELLOW OR EQUIVALENT	1	EA	
100.	STICKER; DMN 75 X 100 MILLIMETRE. OR EQUIVALENT	1	EA	
101.	STICKER; DMN 75 X 125 MILLIMETRE OR EQUIVALENT	1	EA	

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102.	STICKER; DMN 76,2 X 76.2 MM YELLOW. OR EQUIVALENT	1	EA	
103.	RULER; TYP PLASTIC - CLEAR, SZ 30 CM. OR EQUIVALENT	1	EA	
104.	RULER; TYP PLASTIC SHUTTERPROOF 30CM R.	1	EA	
105.	SCISSOR ORANGE HANDLE 21.5 CM SC3008A OR EQUIVALENT	1	EA	
106.	STAPLER; TYPE FULL STRIP – REXEL AQUARIUS, MATERIAL PVC, OR EQUIVALENT	1	EA	
107.	STAPLE; TYPE ETONA -23/10, PACKAGE TYPE PER BOX OR EQUIVALENT	1	EA	
108.	STAPLE; TYPE ETONA -23/6, PACKAGE TYPE PER BOX OR EQUIVALENT	1	EA	
109.	STAPLE; ETONA -23/8, PER BOX. OR EQUIVALENT	1	EA	
110.	STAPLE; ETONA - W268 - 23/20, PER BOX OR EQUIVALENT	1	EA	
111.	STAPLE; ODYSSEY - 9MM, PER BOX OR EQUIVALENT	1	EA	
112.	STAPLE; TYPE REMOVER KW506 OR EQUIVALENT	1	EA	
113.	STAPLE; TYPE REXEL - 66/14, PACKAGE TYPE PER BOX OR EQUIVALENT	1	EA	
114.	STAPLE; TYPE REXEL NO 66/8, PACKAGE TYPE PER BOX OR EQUIVALENT	1	EA	
115.	STAPLE; TYPE REXEL NO 16 - 24/6., PACKAGE TYPE PER BOX OR EQUIVALENT	1	EA	
116.	STAPLE; TYPE REXEL NO 56 - 26/6, PACKAGE TYPE PER BOX OR EQUIVALENT	1	EA	
117.	FOLDER, FILE; TYPE A4 HEAVY WEIGHT EXPANDA WITH CLIP & FLAP 350G, FEATURES OPTIPLAN 450, PACKAGE TYPE PKT 25 OR EQUIVALENT	1	EA	
118.	FOLDER, FILE, HANGING; TYPE A4 HEAVY WEIGHT WITH FLAP 250G, FEATURES OPTIPLAN 440, PACKAGE TYPE PKT 25 OR EQUIVALENT	1	EA	

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119.	FOLDER, FILE, HANGING; TYPE A4 LIGHT WEIGHT WITH FLAP 120G , FEATURES OPTIPLAN 410, PACKAGE TYPE PKT 100 OR EQUIVALENT	1	EA	
120.	COTTON TWINE THICK 500G	1	EA	
121.	OFFICE PASTE 250ML ,CLEAR ADHESIVE WITH SPREADER CAP	1	EA	
122.	PEN, ROLLER BALL; TYPE PILOT V BALL – BLVB5 - 0.5 FINE, RED COLOUR OR EQUIVALENT	1	EA	
123.	PEN, ROLLER BALL; TYPE UNIBALL EYE – UB157 - 0.7MM, INK COLOR BLACK OR EQUIVALENT	1	EA	
124.	PEN, ROLLER BALL; TYPE UNIBALL EYE – UB157 - 0.7MM, INK COLOR RED OR EQUIVALENT	1	EA	
125.	PENCIL; TYPE WOODEN, FEATURES PRIMELINE - HB OR EQUIVALENT	1	EA	
126.	FILE, STATIONERY; TYPE LEVER ARCH, BANTEX 1451, 40MM, MATERIAL PVC, SIZE A4, COLOR GREEN OR EQUIVALENT	1	EA	
127.	HOLDER; TYPE PRESENTATION / SECRETARIAL FOLDER - CH311/W41, BLUE, DIMENSIONS A4 OR EQUIVALENT	1	EA	
128.	PLASTIC SHEET; TYPE A4 PLASTIC POCKETS - PER PKT, COLOR CLEAR, THICKNESS 60 U OR EQUIVALENT	1	EA	
129.	FOLDER, FILE; TYPE QUOTATION FOLDER, COLOR BLUE, DIMENSIONS A4, FEATURES CLEAR FRONT, COLOUR BACK OR EQUIVALENT	1	EA	
130.	FOLDER, FILE; TYPE QUOTATION FOLDER, COLOR LIGHT BLUE, DIMENSIONS A4, FEATURES CLEAR FRONT, COLOUR BACK OR EQUIVALENT	1	EA	
131.	FOLDER, FILE; TYPE FS WITH SCORING – 160G, COLOR YELLOW OR EQUIVALENT	1	EA	
132.	BINDER; TYPE RING WITH CLEAR COVER PVC-2 D RING, DIMENSIONS 40 MM OR EQUIVALENT	1	EA	
133.	FILE; TYPE SPIKE OR EQUIVALENT	1	EA	
134.	CARBON PAPER BLUE A4,100 SHEETS	1	EA	

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135.	LEXMARK B235000 BLACK TONER CARTRIDGE OR EQUIVALENT	1	EA	
136.	PANTUM TL-410H BLACK TONER CARTRIDGE OR EQUIVALENT	1	EA	
137.	CHALK, MARKING; TYPE FRENCH CHALK, DIMENSIONS 127MM X 12.7MM X 4.8MM (144 PIECES IN A BOX), SPECIAL FEATURES OR SOAP STONE OR EQUIVALENT	1	EA	
138.	RUBBER BANDS 100G SIZE 32	1	EA	
139.	RUBBER BANDS 100G SIZE 64	1	EA	
140.	FINGERRETTES MEDIUM (24 IN A PACK)	1	EA	
141.	HEAVY DUTY PUNCHER- 2 HOLE,SOFT FELL RUBBER PAD,METAL PAPER GUIDE,150 SHEETS,HOLE SPACING 80MM AND HOLE DIAMETER 6MM OR EQUIVALENT	1	EA	
142.	HEAVY DUTY STAPLER,66/8-11-14 COMPATIBLE STAPLES,ROBUST DIE CAST METAL CONSTRUCTION,MAX SHEETS 100 PAGES,MAX SHEETS CAPACITY 20 TO 100,ADJUSTABLE THROAT DEPTH UP TO 99MM	1	EA	
143.	PUNCHER,2HOLE,SOFT FELL RUBBER PAD,METAL CENTERING PAPER GUIDE BAR, 20 SHEETS,HOLE 80MM AND 6MM IN DIAMETER	1	EA	
144.	METAL SHARPNER,2 HOLE,STANDARD SIZE LEAD PENCIL UP TO 8MM IN DIAMETER	1	EA	
145.	A4 FILE DIVIDERS(A-Z) AND (JAN TO DECEMBER)	1	EA	
146.	A4 FILE DIVIDERS MULTI COLOURS(A-Z) AND (JAN TO DECEMBER)	1	EA	
147.	LAMINATING -A4 POUCH 100	1	EA	
148.	LAMINATING -A3 POUCH 100	1	EA	
149.	TABLE PENCIL HOLDERS	1	EA	
150.	THUMBTRACKS/DRAWINGS PINS	1	EA	

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151.	STORAGE BOX AND LIDS	1	EA	
152.	DESK MEMO PAD HOLDER	1	EA	
153.	DESK CUBE REFILLS	1	EA	
154.	WHITE BOARD CLEANER SPRAY	1	EA	
155.	DOUBLE SIDED TAPE 24MM X33M	1	EA	
156.	LAPTOP /DESKTOP SCREEN WIPES	1	EA	
157.	KEY TAGS: SOFT PLASTIC NAME CARD HOLDER	1	EA	
158.	DESK YEAR CALENDER	1	EA	
159.	WIRE MESH MENTAL CUBE, CLIP & PEN HOLDER	1	EA	
160.	FLIP CHART	1	EA	
	STAMPS			
161	TRAIN OPERATIONS VEREENIGING WITH SPACE FOR DATE AND SIGNATURE	1	EA	
162	TRAIN OPERATIONS RANDFONTEIN WITH SPACE FOR DATE AND SIGNATURE	1	EA	
163	TRAIN OPERATIONS NALEDI WITH SPACE FOR DATE AND SIGNATURE	1	EA	
164	TRAIN OPERATIONS BRAAMFONTEIN YARD WITH SPACE FOR DATE AND SIGNATURE	1	EA	
165	TRAIN OPERATIONS BRAAMFONTEIN TRAIN CREW WITH SPACE FOR DATE AND SIGNATURE	1	EA	
166	TRAIN OPERATIONS GERMISTON WITH SPACE FOR DATE AND SIGNATURE	1	EA	
167	TRAIN OPERATIONS SCHEIDING WITH SPACE FOR DATE AND SIGNATURE	1	EA	

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168	TRAIN OPERATIONS CTC PRETORIA WITH SPACE FOR DATE AND SIGNATURE	1	EA	
169	TRAIN OPERATIONS NEW CANADA WITH SPACE FOR DATE AND SIGNATURE	1	EA	
170	TRAIN OPERATIONS SPRINGS WITH SPACE FOR DATE AND SIGNATURE	1	EA	
171	TRAIN OPERATIONS ELANDSFONTEIN WITH SPACE FOR DATE AND SIGNATURE	1	EA	
172	TRAIN OPERATIONS GNC WITH SPACE FOR DATE AND SIGNATURE	1	EA	
173	TRAIN OPERATIONS WOLMERTON WITH SPACE FOR DATE AND SIGNATURE	1	EA	
174	TRAIN OPERATIONS WOLMERTON YARD WITH SPACE FOR DATE AND SIGNATURE	1	EA	
175	TRAIN OPERATIONS FINANCE AND LOGISTICS WITH SPACE FOR DATE AND SIGNATURE	1	EA	
176	RISK WITH SPACE FOR DATE AND SIGNATURE (BLACK)	1	EA	
177	CONTROLLED STAMP (BLACK)	1	EA	
178	UNCONTROLLED STAMP (BLACK)	1	EA	
179	CANCELLED STAMP (RED)	1	EA	
180	BRAAMFONTEIN CLINIC WITH SPACE FOR DATE AND SIGNATURE (BLACK)	1	EA	
181	WOLMERTON CLINIC WITH SPACE FOR DATE AND SIGNATURE (BLACK)	1	EA	
182	INFRA WITH SPACE FOR DATE AND SIGNATURE (BLACK)	1	EA	
183	PERWAY GAUTENG NORTH WITH SPACE FOR DATE AND SIGNATURE (BLACK)	1	EA	
184	PERWAY GAUTENG SOUTH WITH SPACE FOR DATE AND SIGNATURE (BLACK)	1	EA	
185	ELECTRICAL GAUTENG NORTH WITH SPACE FOR DATE AND SIGNATURE (BLACK)	1	EA	
186	ELECTRICAL GAUTENG SOUTH WITH SPACE FOR DATE AND SIGNATURE (BLACK)	1	EA	

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prasa
PASSENGER RAIL AGENCY
OF SOUTH AFRICA

187	SIGNAL GAUTENG NORTH WITH SPACE FOR DATE AND SIGNATURE(BLACK)	1	EA	
188	SIGNAL GAUTENG SOUTH WITH SPACE FOR DATE AND SIGNATURE(BLACK)	1	EA	
189	TELECOMS GAUTENG NORTH WITH SPACE FOR DATE AND SIGNATURE (BLACK)	1	EA	
190	TELECOMS GAUTENG SOUTH WITH SPACE FOR DATE AND SIGNATURE (BLACK)	1	EA	
191	IMMS WITH SPACE FOR DATE AND SIGNATURE (BLACK)	1	EA	
192	TRAIN OPERATIONS WITH SPACE FOR DATE AND SIGNATURE	1	EA	
193	RECEIVING WITH SPACE FOR DATE, NAME AND SIGNATURE (BLACK)	1	EA	
194	DEPARTMENTAL HR WITH SPACE FOR DATE AND SIGNATURE	1	EA	
195	RECEIVING WITH SPACE FOR DATE, NAME AND SIGNATURE (BLACK)	1	EA	
196	ISSUING WITH SPACE FOR DATE, NAME AND SIGNATURE (BLACK)	1	EA	
197	CUSTOMER SERVICES SUPPORT MANAGER - GAUTENG REGION	1	EA	
198	CUSTOMER CARE CORRIDOR NORTH WTH SPACE FOR DATE AND SIGNATURE	1	EA	
199	CUSTOMER CARE CORRIDOR SOUTH	1	EA	
200	TRAVEL CONCESSIONS (44 CODE RED IN COLOUR)	1	EA	
201	TRAVEL CONCESSIONS (84 CODE RED IN COLOUR)	1	EA	
202	TRAVEL CONCESSIONS (72 CODE RED IN COLOUR)	1	EA	
203	CUSTOMER SERVICES SUPPORT – CORRIDOR NORTH	1	EA	
204	CUSTOMER SERVICES SUPPORT – CORRIDOR SOUTH	1	EA	

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205	CUSTOMER SERVICES MANAGER – GAUTENG SOUTH	1	EA	
206	CUSTOMER SERVICES MANAGER – GAUTENG NORTH	1	EA	
207	CUSTOMER SERVICES AREA MANAGER WEST 1	1	EA	
208	CUSTOMER SERVICES AREA MANAGER WEST 2	1	EA	
209	CUSTOMER SERVICES AREA MANAGER WEST 3	1	EA	
210	CUSTOMER SERVICES AREA MANAGER WEST 4	1	EA	
211	CUSTOMER SERVICES AREA MANAGER EAST 1	1	EA	
212	CUSTOMER SERVICES AREA MANAGER EAST 2	1	EA	
213	CUSTOMER SERVICES AREA MANAGER EAST 3	1	EA	
214	CUSTOMER SERVICES AREA MANAGER EAST 4	1	EA	
215	CUSTOMER SERVICES AREA MANAGER NORTH 1	1	EA	
216	CUSTOMER SERVICES AREA MANAGER NORTH 2	1	EA	
217	CUSTOMER SERVICES AREA MANAGER NORTH 3	1	EA	
218	CUSTOMER SERVICES AREA MANAGER NORTH 4	1	EA	
219	CORRIDOR OPERATIONS MANAGER -NORTH	1	EA	
220	CORRIDOR OPERATIONS MANAGER -SOUTH	1	EA	
	TOTAL EXCL. VAT			R
	VAT @15%			R
	GRAND TOTAL			R