



Good Day Supplier.

Please find attached **SBD Forms** that need to be filled in and please see below specifications and quote accordingly. **All quotations must be submitted on e-Tenders with completed SBD 4.**

Delivery address:

The Presidency
Union Buildings
Government Avenue
Pretoria
0002

Supply and Delivery of Books

Detailed Description of the Goods Required					
	ISBN	BOOK TITLES / DESCRIPTION	AUTHOR / PUBLISHERS	YEAR	QUANTITY
1.	9781770107335	All Rise	Dikgang moseneke	2021	1
2	9781292282459	Exploring Strategy(12ed)	Richard Whittington et.al	2020	1
3	9780241301111	Pedagogy of the Oppressed	Paulo.F.	2000	1

4	9781770108585	Life is Like That Sometimes	Khaya Dlanga	2025	1
5	9781138105171	Public Relations Planning A Strategic Approach	Viera E	2018	1
6	9781501135927	Shoe Dog	Knight. P.	2016	1
7	9798878830805	Social Media Marketing: Easy Steps to Rapid Growth, Stress-Free Advertising and Online Presence	Skyline Publications	2024	1
8	9781776095964	Land Matters	Ngcukaitobi. T	2021	1
9	9781776457779	Defying the Gallows	Mandlakayise John Hlophe	2024	1
10	9781990973956	Sol: My friend and adversary	Peter Venison	2025	1
11	9780620814751	I Tweet What I Like	Phamotse. J.	2019	1
12	9780796323309	Disciple: Walking with God	Rorisang Thandekiso, Nkhensani Manabe	2024	1
13	9781529068481	What Happened to You?	Winfrey. O, Perry. D.B.	2021	1
14	9781776093953	Witness to Power	Mathews Phosa	2024	1
15	9780624095019	Lucas Mangope: a life	Oupa Segalwe		1

16	9780226033006	Difference: Negotiating	Michael Awkward	1995	1
17	9780143453628	The Richest Man in Babylon	Clason. George.S.	2021	1
18	9781485137924	International Economic Law	Kugler, K; Sucker, F	2021	1
19	9781485136699	Workplace Law	Grogan, J	2020	1
20	9798391037101	Introduction to Personality Psychology Big 5 Traits.	IFRA Publication	2023	1
21	9780795711091	The Traveller	Thebe Ikalafeng	2024	1
22	9781485152323	Corruption in South Africa: A Legal Perspective	Mubangizi, J	2024	1
23	9781912615124	The Art of Negotiating	Tim Castle	2018	1
24	9781949759228	The mountain is you	Brianna Wiest	2020	1
25	9780796178558	Uncancelable: The Incredible Rise of Mac G	Nikolaos Kirkinis, Macgyver Mukwevho	2024	1
26	9798892337182	You Become What You think	Shubham Kumar Singh	2023	1
27	9781471413322	We have everything we need to start again	Koleka Putuma	2024	1

28	9781399704038	Finding Me	Viola Davis	2023	1
29	9780008685744	Dream Count	Chimamanda. Ngozi, Adichie	2024	1
30	9781783962433	Prisoners of Geography	Marshall. T	2025	1
31	9781998963133	Financial Management	Broos R	2023	1
32	9780190731410	Managing Training And Development(9 th ed)	Erasmus. B., Loedolff.P.	2023	1
33	9780796193209	Odyessey of Liberation	Adv. Skhakhane	2024	1
34	9781776193868	How Did We Get Here?	Mpoomy Ledwaba	2024	1
35	9781032428024	Knowledge Management: Systems and Processes in the AI Era	<ul style="list-style-type: none"> • Irma Becerra-Fernandez • Rajiv Sabherwal • Richard Kumi 	2024	1
36	9780262049238	The Skills-Powered Organization	Ravin Jesuthasan	2024	1
37	9781800379701	Research Handbook on Public Financial Management	Dzigbede K	2023	1
38	9781837537792	Quantum Governance: Rewiring the Foundation of Public Policy	Fadi Farra	2023	1
39	9783031750786	Digitalisation and Public Policy in Africa	Palgrave Macmillan	2024	1

40	9780994149299	Project Management Techniques	Burke R	2023	1
41	9783030997236	Public Policy and Research in Africa (H/C)	Aiyede E	2023	1
42	9781350270985	Mixed Methods Research	Mertens D	2023	1
43	9781485138617	Public Administration Challenges: Cases from Africa	Wessels, JS, Potgieter, T and Naidoo, T	2023	1
44	9780627040252	Office Administration	Van Schaik Publishers	2023	1
45	9781648301087	The Power of Social Media: Improve Your Knowledge on Social Media	Jim Stephens	2020	1
46	9781861972781	The 48 Laws of Power	Robert Greene	2023	1
47	9781264278343	Managing Fuzzy Projects in 3D: A Proven, Multi-Faceted Blueprint for Overseeing Complex Projects	Lavagnon Ika	2023	1
48	9798218134808	Mastering Project Management: Planning For Performance	Wesley Donahue	2023	1
49	9781529242461	The Economy of Algorithms: AI and the Rise of the Digital Minions	Marek Kowalkiewicz	2024	1
50	9781292269436	Work psychology : understanding human behaviour in the workplace(8 th ed)	John Arnold, Iain Coyne, Ray Randall, Fiona Patterson	2025	1

51	9781998962235	Basic Psychology for Human Resource Practitioners (4 th ed)	Steyn, J	2023	1
52	9780190754938	Introduction to Work Psychology	Botha, E	2021	1
53	9780063257924	How the World Ran Out of Everything: Inside the Global Supply Chain	Peter S. Goodman	2024	1
54	9781292416182	Logistics and Supply Chain Management	Martin Christopher	2022	1
55	9783903386280	The Strategy Dialogues: A Primer on Business Strategy and Strategic Management	John Hillen	2025	1
56	9781394217311	Essentials of Supply Chain Management (Essentials Series)	Michael H. Hugos	2024	1
57	9781789668407	Warehouse Management: The Definitive Guide to Improving Efficiency and Minimizing Costs in the Modern Warehouse (4 th ed)	Gwynne Richards	2021	1
58	9781413331301	Dealing With Problem Employees: How to Manage Performance & Personal Issues in the Workplace	Amy Delpo J.D.	2023	1
59	9781266813351	Fundamentals of Human Resource Management: 2024 Release ISE	John Hollenbeck	2024	1
60	9781071876855	Human Resource Management: People, Data, and Analytics(2 nd ed)	Talya Bauer, Berrin Erdogan, David E. Caughlin	2024	1
61	9781071884928	Introduction to Leadership: Concepts and Practice	Peter G. Northouse	2024	1

62	9798838463364	The Practical M.B.A. on Economics: What they do and don't teach you at school	Joseph Gulesserian	2022	1
63	9780472039807	Project Management for Researchers: A Practical, Stress-Free Guide to Getting Organized	Shiri Noy	2024	1
64	9798887308142	The Future of Human Resource Management (Research in Human Resource Management)	Dianna L. Stone	2025	1
65	9781040326671	Project Management for Research and Development: Guiding Innovation for Positive R&D Outcomes (2 nd ed)	Lory Mitchell Wingate	2025	1
66	9781487544461	Research Project Management and Leadership: A Handbook for Everyone	P. Alison Paprica	2024	1
67	9783031521195	Technologies for Digital Transformation: Moving Towards the Future of Organisations (Lecture Notes in Information Systems and Organisation Book 64)	Alessio Maria Braccini	2024	1
68	9781032391168	Strategic Planning for Public Relations	Deborah A. Silverman	2024	1
69	9780190739614	Introduction to Business Management	Erasmus D	2023	1
70	9781998962082	Managing Excellence in the Public Sector	Van Der Waldt G	2022	1
71	9781779830487	Managing Public Money(4 th ed)	Pauw J	2025	1

72	9781485130130	Introduction to Communication Studies	Steinberg S	2023	1
73	9780627041570	Improving public policy for sustainable development impact in the digital era	Cloete F, Rabie B, Mmakola D, Wissink H, De Coning C, Morkel C	2024	1
74	9780639012162	Internal Auditing and Introduction	Coetzee G	2024	1
75	9780627039157	Operational Risk Management	Young J	2021	1
76	9781032434759	Risk and Crisis Management in the Public Sector	Lynn T. Drennan, Adina Dudau	2024	1
77	9780190754013	Strategic Management - Towards Sustainable Strategies In Southern Africa (Paperback, 5th Edition)	Lynette Louw, Peet Venter	2024	1
78	9781485136699	Workplace Law(13 th ed)	Grogan, J	2020	1
79	9780190746162	South African Constitutional Law in Context(2 nd ed)	De Vos P	2020	1
80	9781485135180	Contract: General Principles(6 th ed)	Lubbe., Van Huyssteen., Reinecke	2020	1
81	9781776177646	About Financial Accounting Vol 2 Revised (8th ed)	B Ceki , Frank Douses' , Rapheal Ngcobo , D Scheepers	2023	1

82	9781032055558	Public Administration	David H. Rosenbloom, Robert S. Kravchuk	2022	1
83	9781776392476	shade of differences: Marc Maharaj and the struggle for South Africa	O'Malley, Padraig	2025	1
TOTAL					83

THE INVITATION TO QUOTE EVALUATION CRITERIA

- ❖ **The evaluation process to be used is according to the Preferential Procurement Regulations, 2022 and The Presidency SCM Policy where three phase evaluation will be followed to evaluate the quotations received.**

- **Phase 1: (Adherence to the specifications / Functionality):** Evaluation in terms of all items required as per specification is quoted by the bidder.

- **Only bidders who quoted all items required as per specification will be considered for phase 2.**

Bidders are required to indicate in their quotation full details of the goods and/or service on specification/functionality as per invitation even in the event where the brand is provided. Use the information on the table above. Failure that the bidder will be disqualified.




- **Phase 2: Disqualification Administration Requirement's**

Only bidders who submitted quote according to the below will be considered for phase 3



Quotation validity period must be 90 days if Not possible indicate

the period on the quotation. Quote that depends or affect by Rate of Exchange will be processed using the current Rate of Exchange on the award

-  Quotes must be submitted as per the prescribed closing dates.
-  Supplier must be registered on CSD (Central Supplier Database)
-  Bid/quotations submitted **after** closing date will not be considered

- o Phase 3: **Evaluation of price and Specific goals will be in terms of 80/20 preference point systems.**

DESCRIPTION	POINTS
PRICE	80
SPECIFIC GOALS	20
TOTAL PONTs FOR PRICE AND SPECIFIC GOALS	100

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Means of verification
Women ownership		10	CSD report
Youth ownership		7	CSD report
People with Disabilities		3	CSD report

NB: Formula for calculating number of points: Ownership percentage X number of points allocated /100

General requirements

- ✚ SBD4 forms must be fully completed and signed. If directors/trustees/shareholders/members of the company submitting quote have other related companies as registered on CSD, should disclose on 2.3
- ✚ Tax matters must be compliant on CSD before final award if **not you will be notified to correct within 7 working days failure that you will be disqualified**
- ✚ Banking details must be verified if **not you will be notified to correct within 7 working days failure that you will be disqualified**