



the doj & cd

Department:
Justice and Constitutional Development
REPUBLIC OF SOUTH AFRICA

ANNEXURE A – INVITATION TO RFQ

**THE DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT INVITES ALL
INTERESTED PARTIES TO SUBMIT BIDS FOR REQUIREMENTS AS STIPULATED
BELOW:**

REQUEST DATE:	01 March 2023
RFQ NUMBER:	RFQ 17 - 2022
DESCRIPTION OF GOODS/SERVICES:	Printing and distribution of Slimline Constitutions for 2023 Grade 8 learners.
CLOSING DATE:	10 March 2023 (<i>RFQs received after closing date and time as stipulated will not be accepted</i>)
RFQ VALIDITY PERIOD:	90 Days (from RFQ closing date).
TECHNICAL & BIDDING ENQUIRIES MUST BE FORWARDED TO:	SCM@Justice.gov.za Deadline for Questions: 03 March 2023 DoJ &CD Responses: 7 March 2023
RESPONSES TO THIS RFQ MUST BE SEND TO:	SCM@Justice.gov.za

DOJ&CD requests your quotation on the goods and/or services listed hereunder and/or on the available RFQ forms. Please furnish all information as requested and return your quotation on or before the date stipulated. Late and incomplete / missing documentations will invalidate the quotation submitted. DOJ&CD is not obliged to accept the lowest or any submission received. DOJ&CD reserves the right to accept the whole or any portion of a quotation.

SCM PRE COMPLIANCE CHECK APPLICABLE TO THIS RFQ

Without limiting the generality of the Department and other critical requirements on this Bid, bidder(s) must submit the documents listed in below table. All documents must be completed and signed by the duly authorised representative of the prospective bidder(s). During this phase Bidders' responses will be evaluated based on SCM compliance and mandatory bid requirements.

DOCUMENTS THAT MUST BE SUBMITTED AS PART OF SCM PRE - EVALUATION	NON COMPLIANCE	DOCUMENTS TO BE SUBMITTED & FULLY COMPLETED
BRIEFING SESSION	NO	There will be no briefing session for this RFQ
INVITATION TO BID – SBD 1	YES	Complete and sign the supplied pro forma document
DECLARATION OF INTEREST – SBD 4	YES	Complete and sign the supplied pro forma document
SBD 6.1 PREFERENCE POINTS CLAIM FORM - PPR 2022	YES	Complete and sign the supplied pro forma document
REGISTRATION ON CENTRAL SUPPLIER DATABASE (CSD)	YES	Submit a valid CSD report. Visit https://secure.csd.gov.za/ to obtain your vendor number.
GOOD STANDING ON TAX AFFAIRS	YES	The Main bidder and the subcontractor must be in good standing with SARS in respect of any relevant legislative tax commitments and must provide together with the bid response a SARS pin number for verification purposes.

STANDARD BID DOCUMENTS

SBD 1 - INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT					
BID NUMBER:	RFQ 17 2022	Closing date	10 JAN 2023	CLOSING TIME:	11:00AM
DESCRIPTION	PRINTING AND DISTRIBUTION OF SLIMLINE CONSTITUTIONS FOR 2023 GRADE 8 LEARNERS.				
BID RESPONSE DOCUMENTS MUST BE E-MAILED					
SCM@Justice.gov.za					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	SCM@Justice.gov.za		CONTACT PERSON	SCM@Justice.gov.za	
TELEPHONE NUMBER	N/A		TELEPHONE NUMBER	N/A	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	SCM@Justice.gov.za		E-MAIL ADDRESS	SCM@Justice.gov.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					

SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] ☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] ☐ Yes ☐ No	
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

BIDDER'S DISCLOSURE (SBD 4)**1. PURPOSE OF THE FORM**

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. BIDDER'S DECLARATION

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Table 4

Full Name	Identity Number	Name of State institution

- 2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

- 2.2.1 If so, furnish particulars:

.....

- 2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

- 2.3.1 If so, furnish particulars:

.....

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

3 DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....	
Signature	Date
.....	
Position	Name of bidder

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

- a) The applicable preference point system for this tender is the **80/20** preference point system.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 points is allocated for price on the following basis:

80/20

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc}
 \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\
 \\
 \mathbf{Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)} & \mathbf{or} & \mathbf{Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)}
 \end{array}$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
 - (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
 then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Historically Disadvantaged individual (HDI)		
Enterprises with ownership of 51% or more by person/s who are black person/s.	10	
Enterprises with ownership of 51% or more by person/s who are women	5	
Enterprises with ownership of 51% or more by person/s who are youth	3	
Enterprise with ownership of 51% or more by person/s with disability	2	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited

- ☐ Non-Profit Company
☐ State Owned Company
[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....



the doj & cd

Department:
Justice and Constitutional Development
REPUBLIC OF SOUTH AFRICA

ANNEXURE B

TECHNICAL REQUIREMENT

ANNEX A: INTRODUCTION

1. PURPOSE AND BACKGROUND

1.1. PURPOSE

The purpose of this procurement transaction is to request for a quotations for the below specifications:

1.2. TECHNICAL REQUIREMEN

1.2.1 Printing and distribution of Slimline Constitutions for 2023 Grade 8 learners

Size: A4 folded into A5

Cover: 4 pages, print full color one side on 200gms Hi-Q Titan with matt lamination one

Sided with raised spot UV vanish.

Text: 32 pages printed one cooler throughout on 80gms bond

Binding: saddle stitch

Origination: Design to be supplied

Quantity: 1 019 642

Delivery: please see the distribution list below.

Distribution list for the DBE districts across the country

Eastern Cape							
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	DELIVERY ADDRESS	QUANTITY
Cluster A							
Head Office	Mr TJZ Mtyida CD	0406084767 0406084209 0406084309	0824566440/	0832526314 0832951372	Thembani.mtyida@ecd.gov.za	** Steve Vukile Tshwete Education Complex Zone 6 Zwelitsha	
DR Tambo Inland	Ms L.N Dyodo	0475530142		0833244383	Northandazo.dyodo@ecd.gov.za	82 South Street Resource Centre Building, Qumbu	
DR Tambo Coastal	Mr V Joseph			0832625466	Varkeychan.Joseph@ecd.gov.za v.ajoseph@hotmail.co.za Nondumiso.mgidi@ecd.gov.za	Old Lusikisi College of Education , R61 Main Road	21428
DR Tambo Inland							16264
DR Gqabi	Mr V Mabece	0516110766/ 0516110052	0592570963	0820667301	victor.mabece@ecd.gov.za	Main street Bensonvale	7573

Eastern Cape							
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	DELIVERY ADDRESS	QUANTITY
						college, Sterkspruit	
Chris Hani East	Mr MN Mtshotane	0475481004	0475481257	(072) 8838482	mtshotanen@gmail.com	Corner Church and High Titus Building Ngcobo 5050	9193
Alfred Nzo West	Mr M Mbangeni	0392560594		(060)5300987	Monwabisi.mbangeni@ecdoe.gov.za	Maluti College of Education Maluti township Matatiele	13248
Alfred Nzo East	Mr AM Mpupu	0392510279	0392510647	0832750672	ammupupu@yahoo.com	Resource Center Hospital Road Dept. of Education Mount Fletcher	8398
Cluster B							
Head Office	Mr MA Jack CD	0406084778		0832523466 0833244312	Mzukisi.jack@yahoo.com mzukisi.jack@ecdoe.gov.za	Steve Vukile Tshwete Education Complex Zone 6 Zwelitsha	
Sarah Baartman	Mr N Godlo	0498072202	0498072254	0835758702	ngodlo@yahoo.co.za	Paul Kruger Str Graar Reinert	8582
Amathole West	Ms PN Futshane	0466457802	0466451068/1850	0797028214	Percy.futshane@live.com	St. Aidans Ave Grahamstown	6414

Eastern Cape							
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	DELIVERY ADDRESS	QUANTITY
					thembela.ndzandze@gmail.com	1001	
Chris Hani West	Mr N De Bruyn	0458588900	0458588906	0823396392	nwdebruyn@gmail.com	2nd Limpopo drive, Loriesdass hwood, Queenstown	6414
MBM	Mr E Gorgonzola	0410434405/20	0419954018	0843409837 0837920525	egorgonzola7@gmail.com ernest.gorgonzola@ecdoe.gov.za	87 Canon street Uitenhage 6230	20401
3CM	Ms M Fikeni	043 760 0542/0542/04 37086210	0488812911	(060)5235693	nomvuselelo.fikeni@ecdoe.gov.za	14 Dundas Street, Cradock, 5880	<u>16541</u>
Amathole East	Mr VV Mkentane	0474017742/43		0833244410 0744017743	vuyisile.mkentane@ecdoe.gov.za	Butterworth College, Mission Admin Area, Butterworth, 4960	12256
EASTERN CAPE TOTAL							157 607

FREE STATE							
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS	QUANTITY
Head Office	Mr MD Monnane DDG	0514048420	0514048117	0824541426	District.Management@fseducation.gov.za Monnanem@vodamail.co.za M.Monnane@fseducation.gov.za	Room 1703 Free State Provincial Building 55 Elizabeth Street Bloemfontein	
Head Office	Mr MS Mokgobo CD	0514048454	0865425389	082 7741017 0733912371	mokgobom@fseducation.gov.za Mansup@fseducation.gov.za Mokgobo.sam@gmail.com	Room 1703 Free State Provincial Building 55 Elizabeth Street Bloemfontein	
Ezile Dabi	Dr VH Chuta	0169739118/9 151/9150	0865824759	0662214143	chuta@fseducation.gov.za	23 Totius street Sasolburg	10306
Thabo Mofutsanyana	Ms FL Mabaso	0587136959	0864954602 058 713 5541	0822025788 0720352527	Thabo.Mof@fseducation.gov.za Baso48@yahoo.com	Mampoi Street Ex-Parliament Building Witsieshoek	15901
Lejweleputswa	Ms PP Zonke (A/DD)	0573917203/7 204	0865191639	0826979287	p.zonke@fseducation.gov.za		13572
Motho							18004
Xhariep							2645
FREE STATE TOTAL							60 428

GAUTENG							
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS	QUANTITY
Head Office	Adv A Bengston DDG	011 355 1029	0864847794	083 579 3642 0833956186	Alison.Bengtson@gauteng.gov.za	111 Commissioner Street Johannesburg 2000	
Head Office	Ms E Froneman	0113551515/ 0106006063		083 357 3988	elizy.froneman@gauteng.gov.za	111 Commissioner Street Johannesburg 2000	
JHB Region							
						DELIVERY ADDRESS	QUANTITY
Head Office	Mr D Macuacua CD	0112475710	0112475827	0825640792 0825543667	Dennis.macuacua@gauteng.gov.za	111 Commissioner Street Johannesburg 2000	
JHB Central	Ms. BLT Seate	0119832201	0119333423 0864881986	0714746051 0834476502	Tshepo.Seate@gauteng.gov.za	Corner Modjadji and Old Potch Road, Soweto College, Pimville	14331
JHB North	Mr S Mkhulise	0116949357		0714746043 0609918465	Sipho.mkhulise@gauteng.gov.za	Cnr Jorison & Biccard str FNB Building 2 nd floor Braamfontein 2017	14811
JHB West	Mr MM Tshabalala	0118315309	0114721410	0824842423	Mish.tshabalala@gauteng.gov.za	20 Goldman Str. Florida 1710	11212

GAUTENG						
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS
JHB South	Mr M Malimagovha	011247 5710 0112475709	0865671227	0731996791	Mashudu.malimagovha@gauteng.gov.za	2 nd floor 100 northern parkway drive Crownwood office park Ormonde 2091
JHB East	Mr M Ndevu	0116669002		0835794970 0733661248	Mnyamezeli.ndevu@gauteng.gov.za	No. 142 Fourth Street, Parkmore, Sandton
Ekurhuleni region						
Head Office	Mr EM Tau CD	0106006\192	0117468027	0833997206 0843865063	Ephraim.tau@gauteng.gov.za	111 Commissioner Street Johannesburg 2000
Gauteng East	Ms S Chabalala	0117360887	0117360805	0829590090/ 0715613569 0834227969	Somikazi.Chabalala@gauteng.gov.za	Cnr. 2 nd Av & 3 rd Str Old FNB Building Springs
Ekurhuleni South	Ms B Luthuli	0113896155	0865881239	0834500152 0767515137	Busi.luthuli@gauteng.gov.za	Block D Infinity Office Park 2 Robin Close Meyersdale
Ekurhuleni North	Ms N PNtuta	011746 8098/8087		071 579 3046 0837788131	Nonceba.Ntuta@gauteng.gov.za	No. 78 Howard Avenue, Munpen Building, Benoni
Tshwane region						
Head Office	Ms Z Mthembu CD	0106006414	0118436585	0795122852 0609918482	Zanele.mthembu2@gauteng.gov.za Mzwandile.mthembu@gm ail.com	111 Commissioner Street Johannesburg

GAUTENG							
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS	QUANTITY
Tshwane South	Ms H Kekana	012 401 6317	0124016318	083 251 3867 0832710797	Hilda.Kekana@gauteng.gov.za	2000 265 Pretorius street, President Tower Building Pretoria	20721
Tshwane North	Ms S Molobi	012 543 4303	0864208373	083 389 2868/ 0714748462	Shirley.Molobi@gauteng.gov.za	Lavender Road Wonderboom Junction mall Sinoville	11360
Tshwane West	Ms P Galego	012 725 1301		0823379588 0832590093	Paula.Galego@gauteng.gov.za	Old Hebron College Klipgat Road Near Odi Hospital Mabopane	14634
Sedibenge Region							
Head Office	Mr J Bhagaloo CD	0113896142	0119534324 0865425893	0609705592 0767515137	Jerry.Bhagaloo@gauteng.gov.za	111 Commissioner Street Johannesburg 2000	
Gauteng West	Mr O Koapeng	0119531313	0119534324	0726932678 0723625601	Oupa.Koapeng@gauteng.gov.za oupakoapeng@gmail.com	Cnr. Human & Boshoff Streets Krugersdorp 1740	
Sedibeng East	Ms. M Makhubela	016 440 1768	0164401787	0714746058	Mosibudi.Makhubela@gauteng.gov.za	Corner Joubert and Kruger Avenue, Sanlam Building, Vereeniging	6192

GAUTENG							
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS	QUANTITY
Sedibeng West	Mr BV Thetha	(016)5949120	0165949398	071 474 6114	Victor.Thetha@gauteng.gov.za	06 Samuel Street Sebokeng College	9821
GAUTENG TOTAL							194 288

KwaZulu-Natal							
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS	QUANTITY
Head Office	Ms J Dlamini DDG	033 3921012/74	0865633312	076 991 9591	Judy.dlamini@kzndoe.gov.za	247 Burger Str P/maritzburg 3200	
Head Office	Ms TA Gumede CD	0333921109 033 392 1091	0333921223	078 460 4774 082 409 3734 073 039 2144	Tembelihle.Gumede@kzndoe.gov.za Tembelihle64@gmail.com	247 Burger Str P/maritzburg 3200	
Amajuba	Mr SDR Kubheka	034 328 4502	0343172158	0824754769	Sipho.Kubheka@kzndoe.gov.za	113 Panorama Drive , Lennoxton , Newcastle , 2940	
Ilembe	Dr LMMS Madondo	032 439 6103/6214	0864806567	083 7123474	musa.madondo@kzndoe.gov.za	Cnr of Link Rd & R102 , Kwa – Dukuza 4450	14145
Pinetown	Mr SLN Kheswa	031 716 2708 031 7372001	0317372021	082 922 4046	Sbu.kheswa@kzndoe.gov.za	17 Crompton street Pinetown 3600	30937

KwaZulu-Natal							
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS	QUANTITY
Harry Gwala	Mrs SC Zakuza Njakazi	039 797 3703	03972774254	0731853666	Sindi.zakuza@kzndoe.gov.za	8 Main Str JY Building Kokstad 4700	11439
Ugu	Mr WM Sibiya	039 688 8606/00	0396820115	0644221455	Mfundisi.Sibiya@kzndoe.gov.za	46 Aiken Street ,Absa Building Port Shepstone	16408
Umgungundlovu	Mr S Mabinza	033 341 6403	0333424481	0848110597	sihamo.mabinza@kzndoe.gov.za Sihamom45@gmail.com	166 Loop Str P/maritzburg 3200	18446
Umkhanyaland	Mr TJ Motha	035 573 9601	0355731722	071 509 4394 0842071751	Thanduyise.Motha@gmail.com Thanduyise.Motha@kzndoe.gov.za	Cnr of thembaletu & Klebe Street , Mkuze 3965	18124
Umlazi	Mr PN Cele	031 360 6597	0319061451	083 7323919	Peaceman.ntokhozo0@gmail.com	17 victoria & embankment, Truso house,Durban 4001	29335
Umzinyathi	Mr SW Keswa	0342192703	0317014725	079 300 5737 082 931 6979	Siphiwe.keswa@kzndoe.gov.za	7 watt street Dundee	14119

KwaZulu-Natal							
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS	QUANTITY
Uthukela	Mrs ME Mokoena	036 638 7844	0864002623	082 8518 559	Mapaseka.mokoena@kzn.doe.gov.za Mokoenamapaseka35@gmail.com	49 Murchison Street, Ladysmith, 3370	16682
King Cetshwayo	Mr D Chonco	035 901 1303	0357926165	083 2753 429	David.Chonco@kzndoe.gov.za David.chonco@gmail.com	Corner of Hancock Avenue & Maxwell Street, Empangeni	21903
Zululand	Mr PD Ndlovu	034 989 9885	0349821666	0798354960	Gatsheni72883@gmail.com Dumisani.ndlovu@kzndoe.gov.za	Crn South & West Street vryheid	2115
KWAZULU-NATAL TOTAL							193 653

Limpopo							
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS	QUANTITY
Head Office	Mrs KO Dederen DDG	0152907641		0828006771	Dederenko@edu.limpopo.gov.za kodederen@gmail.com	cnr Biccard and Excelsior street	

Limpopo							
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS	QUANTITY
Head Office	Mr SD Letschedi CD	0152907861		0795033394	letschedisd@edu.limpopo.gov.za	Polokwane 0700 cnr Biccard and Excelsior street Polokwane 0700	
Capricorn South	Ms TJ Nkuzana	015 633 9701	015 633 9900	071 676 4374/082 305 9884	tnkuzana@gmail.com thobejaneMM@edu.limpopo.gov.za	Lebowakgo mo Parliament Building, Unit B Office No 260, First Floor,	18602
Capricorn Ladana	Mr KD Mothemane	0152857410/9	086 766 6684/086599 3104	060 636 0548/ 59012047 0828179155	director@webmail.co.za mothemanekd@edu.limpopo.gov.za	Old Parliament Building Lebowakgo mo	11688
Sekhukhune	Mr TG Nkadimeng	0156332909/7154 01 6332902	015 633 5469	0828088497/ 084 3986259	NkadimengTG@yahoo.com nkadimengtg@edu.limpopo.gov.za	Lebowakgo mo Government Offices Sekhukhune Education District Office No 98	14985

Limpopo							
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS	QUANTITY
Vhembe East	Dr. NG Rambiyana	0159622883	0159622888	0828811863	rambiyanaNG@edu.limpopo.gov.za ; ngr59ng@gmail.com	Old Parliament Next to Khoroni (Former Venda Task)	17959
Vhembe West(Mutale)	Mr SM Ravhuanzwo		0159622888	079 495 5980/082412 3462/ 072 149 8772/ 082 906 3778	shumani.ravhuanzwo@gmail.com ; ravhuanzwoSM@edu.limpopo.gov.za ;	Old Parliament Next to Khoroni (Former Venda Task) Block D Sibasa	14388
Waterberg	Ms SJ Madela	0147181501	0866207338 0147172785	0823300924 0716746886 0794234016	madelaSJ@edu.limpopo.gov.za	100 Nelson Mandela Drive Modimolle	7436
Mogalakwena	Mr NM Mangala	0154837549/ 00 0154837546	015 483 7576	0828032328 0828817439	Mangalan@edu.limpopo.gov.za ndomangala@gmail.com	805 Rufus Seakamela Street Mokopane EMPC Mahwelereng 0626	7773
Mopani East	Dr LL Mafenya	0158121646	0158122490	0828813178	mafenyaLL@edu.limpopo.gov.za mafenyall@gmail.com	Old Parliament Building	16142

Limpopo								
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS	QUANTITY	
						Giyani Main Road		
Mopani West	Ms PP Modika	015 306 6800		0828812511/ 082 400 9841	pmodika@yahoo.com	27 Peace Street Prosperities building Tzaneen 0850	13597	
Sekhukhune East(Riba Cross)	Mr MS Makola	013 231 0100/23		082 332 9516 0716732283	papigde@gmail.com	Aloe Rich west Aloe street Next to Old mutual	14957	
LIMPOPO TOTAL							137 527	

Mpumalanga							
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS	QUANTITY
Head Office	Mrs L Moyane DDG	0137665111	0865624711	0829279814	l.moyane@education.mpu.gov.za	Riverside Gov Complex Building NO. 5 Nelspruit	
Head Office	Mr MJ Lushaba CD	0137665866/64		0828862391/0825406325	m.lushaba@education.mpu.gov.za	Riverside Gov Complex Building NO. 5 Nelspruit	
Ehlanzeni	Ms N Brukwe	0137660303/0320/0302	0137941772	072 945 46740828225341	h.brukwe@education.mpu.gov.za ; hazel.brukwe@gmail.com	Old Mgwenya college Kanyamazane 1214	24932
Nkangala	Mr DM Maja	0139471710/1	0139472956	0824167869/0760252007	d.maja@education.mpu.gov.za	Building 5 Government Complex Department of Education Kwamhlanga	26218
Gert Sibanda	Mr PP Magagula	0178015022/25	0177819530/3	06050881130780525389	p.magagula@education.mpu.gov.za	2 De Jager Street Ermelo 2351	21783

Mpumalanga						
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS
Bohlabela	Ms LN Goba	013766 7411		082770903 0/ 082 817 5005	ln.goba@education.mpu.gov.za	Former Mpumalanga college campus, R53 road College View
MPUMALANGA TOTAL						98 087

North West						
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS
Head Office	Dr S. Mvula A/DDG	018388212 9 018388341 1/4980	018388409 7	0829216507 0844831935	SMvula@nwpg.gov.za	1 st Floor Garona Building – East Wing Mmabatho
Head Office	Ms M.P Mokhutle A/Executive Manager	018389811 4		0829216547	pmokhutle@nwpg.gov.za	Block C Old Mmabatho High Hostels Building
Bojanala District	Mr N Thema	014590480 2 014590480 1 014590480 0	014597339 9	0788020639 0647564696	Nthema@nwpg.gov.za	Cnr Kock and Heysteck Street Rustenburg 0300

North West								
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	POSTAL ADDRESS	PHYSICAL ADDRESS	
Dr Kenneth Kaunda District	Mr BE Monale	018299821 6	018294823 4	0716872121 0836751353	bmonale@nwpg.gov.za	08 O.R. Tambo Street Potchefstroom 2531	13169	
DR Ruth S. Mompoti District	Ms M.V. Dithejane	053928022 9/94		083 430 8967 072 616 4368	dithejanem@nwpg.gov.za	Mini Garona Building Cnr Noord and Molopo Road Vryburg 8600	11401	
Ngaka Modiri Molema District	Mr SD Ntlabathi	018388338 3 018388196 4 018381039 5		0828825158 083 540 5451	dntlabathi@nwpg.gov.za	10 Nelson Mandela Drive Mafikeng	18617	
NORTH WEST TOTAL								71 848

Northern Cape						
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS
Head Office	Dr M Ishmail DDG	0538396701			Mishmail21@gmail.com mhburrows2@gmail.com	156 Barkly Road Kimberly

Northern Cape								
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS	QUANTITY	
						8301		
Head Office	Mr E Kistoo CD	0538396908/6 500		0823768312	esleykistoo@ncdoe.gov.za	156 Barkly Road Kimberly 8301		
Namaqua District	Mr PTA Cloete	0277188600 0277188608	0865375914	0823768314 0731443716	Pta.c28@gmail.com wilsonliez1271@gmail.com	Corner of Phillip and Bree Street Springbok 8240	1759	
Pixley Ka Seme	Mr L.R. Mdekazi	0536329201 0536329229/9 203	0536313925 0	083 953 5170 083 697 3674	Imdekazi008@gmail.com	Alpha Street, Orion Building, De Aar, 7000	3877	
Frances Baard	Mr L Monyera	0538301602/1 603	0538327975	0794919623	lesegomonyera@ncdoe.gov.za	9 Hayston Road Hadison Park Kimberley 8301	8231	
John Taolo Gaetsewe	Mr V Teise	0537739100/9 600	0537731804 /086565119 3	0838826970	vjteise@gmail.com	6164 Kgosi Mothibi Road Mothibstad	6479	

Northern Cape							
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS	QUANTITY
ZF Mgcawu	Mr GG March	0543376302/6 301/6335	0543376393 /086596265 9	0824708661 0721909838	gordongmarch@gmail.com	2 JG Smith Street Progress Upington 8801	4620
NORTHERN CAPE TOTAL							24 966

Western Cape							
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS	QUANTITIES
Head Office	Mr A Lewis DDG	0214672482 / 021 467 2093	0214613694	0724672482	Archie.Lewis@westerncape.gov.za	14 Angelierstreet Protea Hoogte Brackenfell	
Head Office	Mr A Meyer CD	0214672088 /2089	0214672633	0820805888	alan.meyer@westerncape.gov.za	14 Angelierstreet Protea Hoogte Brackenfell	
Overberg Education District	Mr B Loriston	0282147301 /5	0865287410	0835409049	Bertram.Loriston@westerncape.gov.za	Kollege Straat 15 College Road Caledon 7230	4208
Metro East Education District	Ms B Schereka	0219007005	0219039484	0832517297	Benjamin.Schereka@westerncape.gov.za	Cnr of Belhar & Nooiensfontein Road, Kuils River, 7580	18984
Eden/Karoo	Mr D Maarman	0448038302	0448732253 0866496178 0448733428	0825653788	Desmond.maarman@westerncape.gov.za Heather.maarman@westerncape.gov.za	42 Courtney Street George 6530	11796
Cape Winelands	Mr J Benjamin	0233484602	0233424138	0798996177 0718773821	Juan.benjamin@westerncape.gov.za	Durban Street Worcester 6849	
Metro Central	Ms S Nowers	0215146703	0215146953 0866220380	0728805356	Sannette.nowers@westerncape.gov.za	Gatehouse2	13102

Western Cape								
DISTRICT	NAME OF DISTRICT DIRECTOR	TEL NUMBER	FAX NUMBER	CELL NUMBER	E-MAIL	PHYSICAL ADDRESS	QUANTITIES	
						Alexandra Provincial Office Present & haven Road Maitland 7405		
Metro.-North	Mr David Millar	0219383133	0864981963	082 4116955	David.millar@westerncape.gov.za	9 Timmerman Str. Parow 7500	17840	
West Coast	Ms Heather van Ster	0218601207	0218601231	0832570065	Heather.vanster@westerncape.gov.za	Jack Meyer Art Center 6 Hospital Str. Paarl, 7620	6241	
Metro.-South	Mr SG Stander	0213702005	0213721861	0834149759	Granville.standers@westerncape.gov.za	Az Berman Drive Lentegeur Mitchells Plan	18069	
WESTERN CAPE TOTAL							90 238	
GRAND TOTAL							1 019 642	