



## MAJUBA TVET COLLEGE

### QUOTATIONS ARE INVITED FOR THE UNDERMENTIONED SERVICES

- (i) Tenders must bid on the official Bill of Quantities, which shall be completed in all respects, and all information must be supplied as stipulated in the bid document.
- (ii) Making use of the tender box situated by the Majuba TVET College Central Office the following will be applicable;
  - The tender document must be placed in a sealed envelope
  - The envelope must be addressed to Majuba TVET College stating the topic and reference number
  - The name and address of the quoting company must be endorsed on the back of the envelope.
- (iii) Please be advised that Tenderers must submit all relevant information requested in the Tender document in order to qualify to the next round of the Tender Evaluation process.
- (iv) Tender documents are available from Majuba TVET College Central Office situated at 83 Allen Street, Newcastle. Telephone: (034) 326 4888)
- (v) No late Tenders will be accepted
- (vi) Tenders may only be submitted on the Tender documentation that is issued.

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<b>SERVICE 1</b>	:	Provision of Staff Headsets for Majuba TVET College
Proposal	:	Supply and delivery of Staff Headsets <b>(Suppliers must be registered on CSD)</b>
Tender Document Number	:	IT 21/16 C
Compulsory site meeting	:	No

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Clarifications – end date : 15 June 2022 @ 12h00

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Tender Closing Date : 23 June 2022  
Time : 12H00 (Noon)

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<b>SERVICE 2</b>	:	Provision of VOIP Services for Majuba TVET College
Proposal	:	Supply, delivery and commissioning of VOIP Services to Majuba TVET College Sites – 60-month contract <b>(Suppliers must be registered on CSD)</b>
Tender Document Number	:	IT 21/07 C Rev 03
Compulsory Briefing meeting	:	Yes
Date & Time of Briefing meeting:	:	15 June 2022 at 10h00 (strict)

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Clarifications – end date : 15 June 2022 @ 12h00

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Tender Closing Date : 27 June 2022  
Time : 12H00 (Noon)

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<b>SERVICE 3</b>	:	Provision of Information Technology Policy Writing
Proposal	:	Develop an Information Technology Policy <b>(Suppliers must be registered on CSD)</b>
Tender Document Number	:	IT 21/12 C
Compulsory site meeting	:	Yes
Date and Time	:	15 June 2022 @ 11h00 (Strict)
Venue	:	Majuba TVET College, Central Office Boardroom, 83 Allen Street, Newcastle, 2940

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**Please note! No further clarifications will be entertained after the Compulsory Briefing Session and the clarification end dates.**

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Clarifications – end date : 15 June 2022 @ 12h00

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Tender Closing Date : 27 June 2022  
Time : 12H00 (Noon)

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Tender Documents : Available at Central Office, 83 Allen Street, Newcastle from 2 June 2022 until 15 June 2022

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**SERVICE 4** : Provision of Hygiene Services  
Proposal : Provision of Hygiene Services at Majuba TVET College Sites - 60-month contract (**Suppliers must be registered on CSD**)  
Tender Document Number : CO 22/20 O  
Compulsory site meeting : Yes  
Date and Time : 15 June 2022 @ 12h30 (Strict)  
Venue : Majuba TVET College, Central Office Boardroom, 83 Allen Street, Newcastle, 2940

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***Please note! No further clarifications will be entertained after the Compulsory Briefing Session and the clarification end dates.***

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Clarifications – end date : 15 June 2022 @ 14h00

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Tender Closing Date : 30 June 2022  
Time : 12H00 (Noon)

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Tender Documents : Available at Central Office, 83 Allen Street, Newcastle from 2 June 2022 until 15 June 2022

***Please note! Service providers are cautioned that it remains their responsibility to familiarize themselves with the tender document before attending the compulsory site briefing session. The rationale behind the compulsory site briefing is to discuss any concerning issues that can be brought to the attention of the College and the other Service Providers. Final changes to the document will be made from this briefing session and thereafter no other changes will be entertained. Therefore, it is important that any representative you send is a subject matter expert with regards to the above mentioned tenders (Services 3)***

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***Please note! Due to the Covid-19 Pandemic and social distancing the documents will only be issued on appointment made to the following contact person:*** Ms Peggy Mazibuko; Tel: 034 326 4888;  
Email: [Peggy.Mazibuko@majuba.edu.za](mailto:Peggy.Mazibuko@majuba.edu.za); Hours 08:00 – 16:00

Cost of document : R300.00 per Tender Document in electronic format – This document will be emailed on proof of payment received.  
: ***(Please note! The tender document will only be issued on receipt of proof of payment.)***  
Banking Details : Majuba TVET College, ABSA Bank, Acc no: 4058480028, Branch Code: 632005

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Administrative and Technical Enquiries : Ms Leizle Landsberg  
: Only on email: [leizle.landsberg@majuba.edu.za](mailto:leizle.landsberg@majuba.edu.za)

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Tender documents to be placed in the tender box at : **Majuba TVET College**  
: Central Office  
: 83 Allen Street  
: **Newcastle, 2940**