



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 2024/68	<u>STATIONERY</u> Prospective service providers are hereby requested to quote on Supply and delivery of Stationery for DAVEYTON CLC as per the attached Annexure "A",	Kgaogelo Sello 010 900 1174	19 January 2024 12H00

Submission of Quotation:

The following link can be used for the Vendor portal : TenderSubmission@GP.CETC.edu.za

Please note: No quotations will be received/accepted other than the above-mentioned mediums

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
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
1. White Board Markers Black	200
2. White Board Markers Blue	100
3. Scissors	10
4. Permanent Markers Black	50
5. Paper Clips 50mm 100 pieces (10 in a pack)	10
6. Ball Point Black Pens	100
7. Ball Point Green	100
8. Clear Sellotape 48mmx100m	10
9. Plastic Sleeves	10
10. Glue Stick 43g	20
11. Multi-Purpose Adhesive Bostick 100g	10
12. Ruler 30cm	20