

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

Office: LC EMPANGENI



PURCHASE ORDER Copy

Billing Address: Private Bag x 20023, Empangeni, 3880
Delivery Address: DURBAN REGIONAL OFFICE -ROOM 15&16 PROCUREMENT, 6 Union Street, Empangeni, 3880, SOUTH AFRICA,
Tel: 035 772 1711 Fax: 035 792 2527 Email:

MTQOQTHO

NO 07 NORTHVIEW, LOGAN ROAD, EMPANGENI
NO 07 NORTHVIEW, LOGAN ROAD, EMPANGENI
Empangeni Central
Empangeni
KwaZulu-Natal
3880
ZAF

Attention: busisive nokuthula buthelezi
Cell: 071 447 1432
Office:
Fax:
Email: mtqothobusi@gmail.com

PO Number: POQ00003KH
Amendment: 0 Date: 2022/06/28
Our contact
MP NXUMALO
Cell: 078 157 0644
Tel: 031 372 3191
Fax: 031 301 9516
Email:

Contract Number	Your Item Number	Our Item Number	Description	Delivery Date	Quantity	Total (Excl)
1	27/06/2022	1044684 1062	RULER PLASTIC 30CM	2022/06/07	140.00 EA	608.70
2	27/06/2022	1044684 3610	TILL ROLL	2022/06/07	10.00 EA	130.43
3	27/06/2022	1044684 1067	STAPLE REMOVER	2022/06/07	75.00 EA	978.26
4	27/06/2022	1044684 1072	HB WOODEN PENCIL	2022/06/07	396.00 EA	1,033.04
5	27/06/2022	1044684 1416	PERMANENT MARKER	2022/06/07	170.00 EA	1,478.26
6	27/06/2022	1044684 3443	HIGHLIGHTERS ASSORTED COLOURS	2022/06/07	230.00 EA	1,800.00
7	27/06/2022	1044684 1613	CALCULATOR SHARP EL 387	2022/06/07	35.00 EA	3,956.52
8	27/06/2022	1044684 2238	POST IT NOTES 76MM x 76MM	2022/06/07	154.00 PD	1,339.13
9	27/06/2022	1044684 1474	POST IT FLAG	2022/06/07	60.00 EA	1,304.35
10	27/06/2022	1044684 2352	SELF ADHESIVE STICK ON LABELS WHITE ROLL	2022/06/07	20.00 RL	260.87
11	27/06/2022	1044684 1675	BIC CLICK BLACK	2022/06/07	2,880.00 EA	50,086.96
12	27/06/2022	1044684 1674	BIC CLICK RED	2022/06/07	1,200.00 EA	20,869.57
13	27/06/2022	1044684 2294	LEGAL TAPE PINK 10MMX20M	2022/06/07	25.00 EA	1,086.96
14	27/06/2022	1044684 3213	LETTER TRAY 3 TIER STEEL	2022/06/07	134.00 EA	543.48
15	27/06/2022	1044684 1076	STAPLER REXEL STANDARD FULL STRIP (PLASTIC CLAD)	2022/06/07	160.00 PA	13,982.61
16	27/06/2022	1044684 1781	STAPLES REXEL 26/6	2022/06/07	10.00 EA	2,086.96
17	27/06/2022	1044684 2718	STAPLER HEAVY DUTY 100 PAGES	2022/06/07		5,217.39

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Signature:

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18	27/06/2022	1044684 1068	PUNCH 2 HOLE 20 SHEET	2022/06/07	65.00 EA	2,826.09
19	27/06/2022	1044684 2722	PUNCH HEAVY DUTY	2022/06/07	8.00 EA	1,739.13
20	27/06/2022	1044684 1061	SCISSORS WITH ORANGE HANDLE PLASTIC	2022/06/07	70.00 EA	1,217.39
21	27/06/2022	1044684 1499	RING REINFORCEMENTS SELF-ADHESIVE	2022/06/07	5.00 EA	43.48
22	27/06/2022	1044684 2581	A4 ELTORO 160GSM BOARD BRIGHT/WHITE COLOURS (100)	2022/06/07	15.00 EA	195.65
23	27/06/2022	1044684 2759	A4 INDEX DIVIDERS 20DIVISION PVC BAN :6013	2022/06/07	20.00 EA	260.87
24	27/06/2022	1044684 1267	CLEAR PLASTIC POCKETS A4 MULTI-PUNCHED	2022/06/07	30.00 PK	2,347.83
25	27/06/2022	1044684 1271	CARBON PAPER A4 BLUE	2022/06/07	18.00 PK	1,408.70
26	27/06/2022	1044684 2164	GLUE STICK PRITT 43G	2022/06/07	248.00 EA	4,744.35
27	27/06/2022	1044684 3535	BOSTIK PRESTIK 100G	2022/06/07	25.00 EA	326.09
28	27/06/2022	1044684 2575	BOSTIC ART & CRAFT WHITE GLUE 100ML	2022/06/07	40.00 EA	904.35
29	27/06/2022	1044684 1050	PACKAGING BUFF 48MM X 50M	2022/06/07	10.00 EA	113.04
30	27/06/2022	1044684 1051	PACKAGING CLEAR 48MM X 50M	2022/06/07	90.00 EA	1,017.39
31	27/06/2022	1044684 1468	FINGER THIMBLE	2022/06/07	15.00 EA	195.65
32	27/06/2022	1044684 2695	MANILLA FOLDER BLUE	2022/06/07	40.00 PK11	556.52
33	27/06/2022	1044684 3572	A4 LEVER ARCH FILE	2022/06/07	300.00 EA	15,652.17
34	27/06/2022	1044684 3571	A4 2 RING BINDER	2022/06/07	180.00 EA	5,478.26
35	27/06/2022	1044684 1420	FILING BOXES - A4 ARCHIVE BOXES	2022/06/07	800.00 EA	13,217.39
36	27/06/2022	1044684 1580	STORAGE BOX WITH LID (BOX 1)	2022/06/07	50.00 EA	1,956.52
37	27/06/2022	1044684 3317	HANGING FILES	2022/06/07	2.00 EA	41.74
38	27/06/2022	1044684 1069	ERASER WHITE SMALL 30MM X 20MM X 10MM	2022/06/07	210.00 EA	913.04
39	27/06/2022	1044684 3578	INDIAN TAG	2022/06/07	7.00 BX	152.17
40	27/06/2022	1044684 1547	INDIAN FILING TAGS 102MM	2022/06/07	1.00 BX	22.61
41	27/06/2022	1044684 1094	INDIAN FILING TAGS 76MM	2022/06/07	2.00 BX	43.48
42	27/06/2022	1044684 2883	INDIAN FILING TAGS 38MM	2022/06/07	3.00 BX	65.22
43	27/06/2022	1044684 2690	INDIAN FILING TAGS 51MM	2022/06/07	3.00 BX	65.22
44	27/06/2022	1044684 3041	PAPER SPLIT PIN SILVER 19MM	2022/06/07	90.00 BX	3,130.43
45	27/06/2022	1044684 1098	PAPER SPLIT PIN SILVER 25MM	2022/06/07	30.00 BX	1,173.91
46	27/06/2022	1044684 1108	PAPER SPLIT PIN SILVER 32MM	2022/06/07	30.00 BX	1,173.91
47	27/06/2022	1044684 2823	PAPER BINDER 38MM	2022/06/07	15.00 BX11	717.39
48	27/06/2022	1044684 1798	FOLD BACK CLIP 32MM	2022/06/07	25.00 EA	54.35
49	27/06/2022	1044684 3684	FOLD BACK CLIPS 25MM	2022/06/07	10.00 EA	8.70
50	27/06/2022	1044684 2949	FOLD BACK CLIPS 41MM	2022/06/07	50.00 EA	662.17
51	27/06/2022	1044684 1095	PAPER CLIP SILVER 32MM	2022/06/07	2.00 BX	869.57
52	27/06/2022	1044684 1096	PAPER CLIP SILVER 50MM	2022/06/07	5.00 BX	1,086.96
53	27/06/2022	1044684 1097	PAPER CLIP SILVER 78MM	2022/06/07	2.00 BX	434.78
54	27/06/2022	1044684 1496	A3 LAMINATING POUCHES 250 MICRON	2022/06/07	2.00 BX	434.78
55	27/06/2022	1044684 1497	A4 LAMINATING POUCHES 250 MICRON	2022/06/07	5.00 PA	1,739.13

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56	27/06/2022	1044684 1498	A5 LAMINATING POUCHES NON-PERFORATED	2022/06/07	3.00 BX	391.30
57	27/06/2022	1044684 1764	RUBBER BANDS NO. 38 / 39	2022/06/07	65.00 BX	847.83
58	27/06/2022	1044684 2299	INK ENDORSING BLACK PENGUIN 30ML	2022/06/07	80.00 EA	695.65
59	27/06/2022	1044684 1669	INK ENDORSING RED PENGUIN	2022/06/07	20.00 EA	1,913.04
60	27/06/2022	1044684 1886	ENDORSING INK: GREEN	2022/06/07	20.00 EA	382.61
61	27/06/2022	1044684 2850	FILE FASTENERS	2022/06/07	25.00 BX50	478.26
62	27/06/2022	1044684 1107	DRAWING PINS SILVER 11MM	2022/06/07	20.00 BX	1,913.04
63	27/06/2022	1044684 1099	OFFICE PINS 26MM 100G	2022/06/07	5.00 BX	65.22
64	27/06/2022	1044684 2668	BULLDOG CLIPS	2022/06/07	100.00 BX	173.91
65	27/06/2022	1044684 2950	BULLDOG CLIPS 65MM	2022/06/07	5.00 EA	304.36
66	27/06/2022	1044684 3079	MEMO CUBE RAINBOW	2022/06/07	20.00 EA	330.43
67	27/06/2022	1044684 1799	CLIPBOARD	2022/06/07	15.00 EA	326.09
68	27/06/2022	1044684 2477	DESK PADS	2022/06/07	15.00 EA	326.09
69	27/06/2022	1044684 3025	FINGER PRINT PADS	2022/06/07	1.00 EA	56.52

Sub Total: ZAR 181,948.26
Discount: ZAR 0.00
Total (Excl): ZAR 181,948.26
VAT: ZAR 27,292.24
Total (Inc): ZAR 209,240.50

Terms 30 DAYS Comments

PLEASE NOTE:
Invoices must be addressed to the office and contact person to whom the goods or services were delivered to. The invoice must also contain the relevant purchase order number. Invoices not containing a purchase order number may result in non-payment.

Full Names:

Signature:

Date: