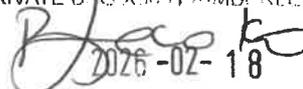




Form number – RFQ002

REQUEST FOR QUOTATION “RFQ”

MODE OF REQUESTING QUOTATION	College Website	E-mail	X	Newspaper	Other	Please Specify
RFQ NO:						
DESCRIPTION OF GOODS AND SERVICES REQUIRED:	SPECIFICATIONS					QUANTITY
STATIONERY	STATIONERY FOR FINANCE SEE ATTCHED)					1
Please submit the following: <ul style="list-style-type: none"> <input type="checkbox"/> Quotation. <input type="checkbox"/> CIPCO documents. <input type="checkbox"/> Valid B-BBEE Certificate. <input type="checkbox"/> Valid Tax Clearance Certificate. <input type="checkbox"/> Copy of latest municipal services account for business as proof of residence. <input type="checkbox"/> CSD report. 						
ISSUING DATE:	18/02/2026					
BRIEFING SESSION:	Compulsory			Not compulsory		X
	Time:		Date:			
CLOSING:	Time:	12:00	Date:	27/02/2026		
QUOTATION VALIDITY PERIOD:	30 days					
DELIVERY OR SUBMISSION INSTRUCTIONS FOR RFQ:	Submission of quotations must be delivered to: Supply Chain Management (SCM) Central Office Long Street Kimberley 8301 OR email to qc@ncutvet.edu.za All quotations need to be signed and on an official letterhead. All service providers must be registered on the Northern Cape Urban TVET College's supplier database. Application form can be downloaded from our website.					
ENQUIRIES	Tel: 066-313-3723			DATE	18/02/2026	

NORTHERN CAPE URBAN TVET COLLEGE	
CENTRAL OFFICE PRIVATE BAG X6431 KIMBERLEY 8300	
 2026-02-18	
SIGNATURE	DATE
TEL: 053 839 2098 Email: iecoko@ncutvet.edu.za	
SUPPLY CHAIN MANAGEMENT	

NO	DESCRIPTION	QUANTITY
1	RULER	10
2	PILOT GEL PENS (PACK 2)	3
3	BLUE PENS	5
4	HIGHLIGHTER (PACK OF 5)	6
5	STAPLES 26/6	10
6	STAPLES 23/24	1
7	SCISSORS	8
8	STAPLE REMOVER	4
9	MONTHLY DIVIDERS (JAN-DEC)	10
10	STAMP: PROCESSED BY: RECEIVED BY:	2
11	PENTEL SUPERB BK77-A FINE BALLPOINT BLACK (PACK)	3
12	HB PENCILS (PACK OF 12)	5
13	SIGN HERE STICKERS	35
14	TIDY FILES JUMBO DOCUMENT STORAGE BOXES	50
15	PLASTIC SLEEVES (100 PACK)	7
16	PRITT	15
17	THICK SELLOTAPE	3
18	192 PAGES HARDCOVER	15
19	FLAG NOTES	5
20	BIC BLACK PENS (BOX)	2
21	SCHNEIDER PENCIL LEADS	5
22	PVC A4 ARCH LEVER FILES	60
23	PVC SMALL BLACK FILES	20
24	5 LAYER STICKY NOTES	15
25	FLAG INDEXER	5
26	MEMO CUBE REFILL	6
27	STAPLES 23/24	2
28	FLIP FILE	5
29	PERMANENT MARKER BLACK	10
30	SUSPENSION FILE (PACK)	1
31	POP UP FLAGS	5
32	CALCULAR SHARP 12 DIGIT TWIN POWER CALCULATOR	1
33	CALCULATOR	5
34	STAEDTLER ERASER (PACK)	1
35	INK BLACK	2
36	INK RED	2
37	WHITEBOARD MARKER BLACK (PACK)	1
38	STAMP: RECEIVED	1
39	STAMP: CANCELLED	1
40	FOLD BACK CLIPS 32MM (BOX)	2
41	INDIAN TAGS (BOX)	2
42	NOTE BOOK A5	3
43	ROUND UP DESKTOP ORGANISER	2
44	4 COMPARTMENT METAL FILES (BLACK)	1
45	BUTTERFLY CLIPS (BOX) (MEDIUM)	2
46	STAPLER	5
47	DATE STAMP	3