



REQUEST FOR QUOTATION “RFQ”

MODE OF REQUESTING QUOTATION:	College Website	E-mail	Newspaper	Other	X	Please Specify
NAME OF COLLEGE SITE THAT SUBMIT RFQ:	Academics- Central Office					
RFQ NO:						
DESCRIPTION OF GOODS AND SERVICES REQUIRED:	SPECIFICATIONS				QUANTITY	
STATIONARY	STATIONARY LIST FOR ACADEMIC OFFICE				See Attached	
Please submit the following: CSD B-BBEE Certificate. Tax Clearance Certificate.						
ISSUING DATE:	05/03/2026					
BRIEFING SESSION:	Compulsory			Not compulsory		
	Time:	N/A	Date:	N/A		
CLOSING:	Time:	12:00	Date:	12/03/2026		
QUOTATION VALIDITY PERIOD:	30 days					
DELIVERY OR SUBMISSION INSTRUCTIONS FOR RFQ:	Submission of quotations must be sent 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	TF MOKWA Tel: 053-839-2055			DATE	05/03/2026	



STATIONARY LIST FOR ACADEMICS

No	Description	Quantity
1	Black Pilot Pen	2 Boxes
2	Red Pilot Pen	2 Boxes
3	Stapler Remover	4
4	Ruler	4
5	Sticky notes	10
6	Stick Pop-Up-Flags (sign here)	10
7	Stapler	3
8	Plastic Sleeves (100 pack)	3
9	Scissors	4
10	Highlighters	10
11	Paper clips 50x50	4 boxes
12	Giant Fold back clips 32mm	3 boxes
13	Pencils	12
14	Rubbers	4
15	Heavy Duty Staples x2500	3
16	A5 Hardcover	5
17	Arch Lever Black files	2 Box
18	Giant Sellotape	3
19	Stationary station holder pack (cube refill, Desk Organizer)	1
20	Pritt	1 Box
21	Green Pilot Pen	2 Boxes