



REQUEST FOR QUOTATION “RFQ”

MODE OF REQUESTING QUOTATION:	College Website	E-mail	<input checked="" type="checkbox"/> Newspaper	Other	Please Specify
NAME OF COLLEGE SITE THAT SUBMIT RFQ:	CENTRAL OFFICE HR				
RFQ NO:					
DESCRIPTION OF GOODS AND SERVICES REQUIRED:	SPECIFICATIONS			QUANTITY	
HR STATIONERY	Primeline Index A4 Poly A-Z			5	
	Primeline Index A4 Poly Prop Jan-Dec			100	
	Primeline Foldback Clip 32mm No 3			51	
	Rexel Staples 26/6mm No56 Box 5000 030100			5	
	Pentel Superb Ballpoint Pen Fine Point BK77			Boxes 30	
	Pritt Stick Jumbo 43gr Value 3 Pack			5	
	Primeline Plastic Pocket A3 W58			20	
	Primeline Counter Book 1 Quire Feint and Margin Hard Cover 96 Page A4 210mm*297mm W529			10	
	Paper Cube Refill 100mm*100mm Rainbow Colours			2	
	Packaging Tape 48mm*50m			10	
	Primeline Paper Clip Giant Plain Silver 50mm WP28			20	
	Treeline Silver Gem Clips Large 33mm			20	
	Primeline Metal File Fastener WS82/W4			5	
	Pentel Marker Whiteboard Maxiflow Set of 4 Assorted MWL5S-4			2	
	Monami ML-SQ Lead HB 0.5mm 4*24 Tube per P/Prop Bag			7	
	PILOT Progrex 0 5mm Clutch Pencil H125C SL			7	
	Primeline Plastic Pocket A4 Multipunched W45P			10	
	Primeline 19.6cm Rubber Grip Scissors			7	
	Primeline Notes Flag Please Sign 5Pad 48mm*12mm 45649			20	
	Rexel Secure X6 Shredder Confetti Cut P4 303800/2020122ZA			1	
	Kangaro SR100 Staple Remover			5	
	KW Trio Staples 10mm No23/10 W271			5	
	Kangaro Punch Heavy Duty DP800			1	
	Endorsing Ink 30ml INK53			1	
	Primeline Eraser Soft Touch In Sleeve			7	
	Primeline Correction Pen 7ml Wp85			6	
	Rexel A5 NoteBook Feint & Perforated 120Pg			7	

XX Croxley Lever Arch File Polypropylene A4 Rado 70mm Funky Colours ALF1028	60
Permanent Markers	4
Storage boxes W74/C CODE 571269	50
ELLIES 12 amps way multi-plug with surge protection in packet felp615	1
Staplers – Rapid Classic 1	2
Donau Pastel Folder Foolscap 160gsm Flap and Slit FOL-8121 (Pack 100) - Yellow FOL-8121-09	10

Please submit the following:

- Quotation.
- CIPCO documents.
- Valid B-BBEE Certificate.
- Valid Tax Clearance Certificate.
- Copy of latest municipal services account for business as proof of residence.
- CSD report.

ISSUING DATE:	05/03/2026		
BRIEFING SESSION:	Compulsory	Not compulsory	
	Time:	Date:	
CLOSING:	Time: 12.00	Date: 10/03/2026	
QUOTATION VALIDITY PERIOD:	30 days		
DELIVERY OR SUBMISSION INSTRUCTIONS FOR RFQ:	<p>Submission of quotations must be sent to:</p> <p>gc@ncutvet.edu.za</p> <p>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.</p>		
ENQUIRIES		DATE	05/03/2026

