

REQUEST FOR QUOTATIONS:

Quotation Number:	RFQ201905/025
Description:	SUPPLY AND DELIVERY OF STATIONARY WELGEDACHT WWTW
Bid Closing Date:	24 May 2019
Compulsory Briefing Session:	N/A
Plant Address:	1 Carnation Road, Welgedacht, Springs
Contact Person	Flora Masole
Contact Number	011 733 9901
Validity period	3 Days

Bids are hereby invited for the Supply and deliver stationery and printing to Welgedacht WWTW per the following specification:

Item No.	Description	Quantity
1.	Ivory Faux parchment certificates paper(Plain white 50 per pack)	1
2.	Memory card (SD Card), 1 gig and 2 gig	2
3.	Bantex Punched Filling pockets A4 (100's)	1
4.	Pentel Techniclick Mechanical PENCIL	5
5.	Laptop bags (Targus CN600 Classic 15-16" Backpack Bundle - Black	4
6.	Pentel pencil LIDS 0.5MM	10
7.	Sharp calculator	3
8.	Butterfly Pocket flip file (30 pockets display book)	2
9.	WD Elements 2.5 Inch Portable Hard Drive - 1TB - Black	2
10.	A4 Croxley quotation files(Transparent)	12
11.	Sello tape 48mmX50m	3
12.	20 Tab file dividers A4 (PVC)	20
13.	20 Tab file dividers A4 (Board)	20
14.	Table/Desk ballpoint pen with 22inch bead chain	5
15.	A4 Treeline PVC Carry folder with stud(Assorted colours)	5

Quotation Requirements:

PLEASE NOTE THAT FAILURE TO MEET ANY OR ALL OF THESE REQUIREMENTS WILL LEAD TO DISQUALIFICATION

- **BBBEE Compliance Certificate**
- **Valid Original Tax Clearance Certificate**
- **Copy of Latest Municipal Account and Certification**
- **Declaration of Interest (Download form ERWAT website/Procurement/Service Provider Registration)**

Quotation evaluation shall be performed on 80:20 principle (pricing and functionality 80% and BBBEE 20%).