



SEKHUKHUNE
District Municipality

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PUBLIC NOTICE: SK-8/2/1-30/2020/2021

IN TERMS OF SEKHUKHUNE DISTRICT MUNICIPALITY SUPPLY CHAIN MANAGEMENT POLICY,
QUOTATIONS ARE HEREBY INVITED FROM ELIGIBLE AND INTERESTED COMPANIES,
CONSORTIUM OR JOINT VENTURES WITHIN SEKHUKHUNE DISTRICT REGION FOR THE SUPPLY
AND DELIVERY OF STATIONERY

ITEM	DESCRIPTION	UNIT MEASURES	QUANTITY
1	PENCIL	50	PACK
2	HEAVY DUTY STAPLER	5	EACH
3	HEAVY DUTY PUNTURE	5	EACH
4	NOTEBOOK A4 2QUIRE	50	EACH
5	PENS BLACK	5	BOX
6	PENS RED	5	BOX
7	BL-G2-5PEN BLACK	30	BOX
8	BL-G2-5PEN RED	10	BOX
9	CLEAR BOSTIC 25ML	20	EACH
10	FINE BALL POINT BLACK PEN	30	BOX
11	TWO HOLE PUNCHER NORMAL	20	EACH
12	STAPLER 26/6	60	EACH
13	STAPLES 26/6	50	EACH
14	BOSTIC 100G	20	EACH
15	RUBBER BAND (MEDIUM)	20	BOX
16	A4 BROWN ENVELOPE	3	BOX
17	29MM NUMERICAL & 51MM ALPHABETICAL TESTER	50	PACK
18	POST IT FLAG 45X12MM (SIGN HERE)	20	EACH
19	THREE LINE PLASTIC LETTER TRAY	10	EACH
20	RUBBER BAND (BIG)	20	BOX
21	ANALYSIS BOOK	20	EACH
22	G2-10 BLUE PEN	5	BOX
23	HEAVY DUTY STAPLE REMOVER	5	BOX
24	SCISSOR (BIG)	15	EACH

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25	A3 ENVELOPES	3	BOX
26	BLUE PEN	6	BOX
27	MEMORY STICK 16GB	50	EACH
28	STICKY NOTE PAD	200	EACH
29	DUCK TAPE	50	EACH
30	FROSTED SHEET	30	PACK
31	ARCH LEVER FILE	300	EACH

Completed quotations must be placed in a sealed envelope and marked (**Request for quotations-Supply of Stationery**) deposited in a tender box at Groblersdal Fire Station before the closing date and time 03 June 2021 at 11:00. No compulsory briefing session will be held. For further information, contact **Lolo Sikhosana** of SCM at 013 262 7646

Please note:

The following returnable documents are compulsory except the BBBEE, and will lead to disqualification if not attached.

Tax Compliance Status Pin is mandatory

Company Registration papers are compulsory.

Certified ID copies of Directors


BBBEE Verification Certificate or Sworn Affidavit for BBBEE Exempted Micro Enterprises

MBD 4, MBD 8 and MBD 9 forms must be signed and attached with quotation

CSD Report

**No late, telegraphic, facsimile, e-mailed and telex bids will be accepted
Price and BBBEE**

This will be evaluated in terms of the 80/20 preferential points system.



**Ms. M NTSHUDISANE
MUNICIPAL MANAGER**

25 May 2021
Date