



higher education  
& training  
Department:  
Higher Education and Training  
REPUBLIC OF SOUTH AFRICA



**BUFFALO CITY**  
**TVET COLLEGE**

## **REQUEST FOR QUOTATION: A4 WHITE PRINTING PAPER**

Kindly see the attached request for quote (RFQ). Quotations should be forwarded to [quotations@bccollege.co.za](mailto:quotations@bccollege.co.za).

**TENDERERS MUST NOTE THAT WHEREVER THIS DOCUMENT REFERS TO ANY PARTICULAR TRADE MARK, NAME, PATENT, DESIGN, TYPE, SPECIFIC ORIGIN OR PRODUCER, SUCH REFERENCE SHALL BE DEEMED TO BE ACCOMPANIED BY THE WORDS 'OR EQUIVALENT.**

Kindly submit the following **REQUIRED** documents when responding to the RFQ

- Signed quotation (quotations not signed will be eliminated)
- Declaration forms (SBD 4, 8 and 9)
- Certified BBBEE certificate (0 points will be awarded for BBBEE certificates that are not certified)
- Valid Tax Clearance Certificate
- CSD report
- Company Registration
- Bank Confirmation Letter (not older than 3 months)
- Quotations must be detailed as per specification
- All quotations submitted via email addresses other than the one listed above will not be considered.

**Closing Date: 22 February 2023 at 12:00 Pm. No late or hand delivered documents will be accepted. ONLY EMAILED DOCUMENTS WILL BE ACCEPTED**

Enquiries: Ms Thembakazi Mati

043 704 9280 / 043 704 9241

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**School of Business - East London Campus**

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15 February 2023

**SPECIFICATION**

Kindly assist with the quotation for the following:

ITEM	DESCRIPTION	QTY
Paper	A4 white 80gms	600 boxes

**Please attach:**

Certified copy of BBBEE Certificate / affidavit, CSD, Bank confirmation letter not older than 3 months, Tax Clearance Certificate with pin. Complete the SBD4, SBD8, SBD9 forms.

**NB:** The quotation must be dated and signed

Delivery costs must be included on the quote

Total must include VAT

**Expected delivery date: within 2 weeks from the issue of purchase order.**

**Requestor**

N. Seku

**Section Manager**

**Acting AD: SCM**

  
A. Magwila

16/02/2023

  
Z. Jikwana

17/02/2023