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REQUEST FOR QUOTATION

RFQ NO: KHC/RFQ/01/2023

SCM Queries: Ms. B. Cwayi

Contact Details: 047 401 6400

REQUISITION SPECIFICATION FOR STATIONERY LIST FOR TEKOKAMPUS

ITEM	SPECIFICATION	QTY
1. PENTEL ENER GEL	Black 1DOZ. 12PCS. BL107-A	28 boxes
2. Staplers		10
3. Stapples	26/6 -13mm l 6mm precision based for heavy duty purposes	X 60(5000 pcs NEXX)
4. Prestik	100G	X 10Boxes
7. Calculator	CASIO fx-82ES PLUS 2 ND edition	X 631
8. Lead pencil with eraser	Wood	667
9. Stick`n cube	3x3 in/76x76mm400sheets/cub e	X 100
10. Paper Clips	10mm-58mm 8mm-30mm	X 5 boxes
11. Hard drive	Computer hard drive	X 14
12. Printing papers white	Typek A4 paper size	X 150 Boxes
13. Bantex lever Arch liver Pvc	10 blue,10 Red, 10 Green, 10 Yellow.	X40
14. 3 Tier trays	Associated colours. X2 Sky Blue, x1 Green Lizard.	X3
15. Magazine Holder	X2 Sky Blue, x1Green Lizard.	X3
16. Cube holder & paper	X2 Sky Blue, x1Green Lizard.	X3
17. Pen Holder	X2 Sky Blue, x1Green Lizard.	X3
18. Paper clip Holder	X2 Sky Blue, x1Green Lizard.	X3

19. Covers and plastic covers	For file covering	X 20
20. Extensions 3 meters	3 plug points with 2 to way plug points	X 8
Extensions 5 meters		X 1
22. White board markers	Foska	675
23. White board cleaner	Foska	X8
24. White board wiper		X8
25. Red Pen	Clic medium ball Bic pens	60X 12 boxes
26. Green Pen	Clic medium ball Bic pens	60X2 boxes
27. Blue pen	Clic medium ball Bic pens	60X 1BOX
28. Black Pen	Clic medium ball Bic pens	60 X 47boxes
31. Pocket File	30 pockets	X1602
33. Ruler	30 Cm	330
36. Pencil Clutch	Associated colours	X12
37. Chalkboard duster	12	X12
42. 2 Quire	1488	X1488
43. 3 Quire	1302	X1302
44. Exam pads	2490	X2490
45. 1 Quire	500	X500
46. College Books	1260	X 1260
48. White board duster	20	X20
49. Plastic sleeves	300sheets	X10
53. Parchment paper for certificates	White colour A4 size	X700
56. Scale ruler	(1:1,1:5,1:10)	X50
58. White Chalk	3x5	X15 boxes
30. Lid Pencils	HB Pencils	X378
31. Lid Pencils	2H Lid pencil	X252

Important information:

Please submit the following documents:

- **Valid Tax Clearance Certificate or pin.**
- **A valid BBEE certificate or Sworn Affidavit;**
- **Central Supplier Database Registration Proof;**
- **Completed attached declaration forms.**

All quotations and compliance MUST be emailed to the following address:
bcwayi@kinghintsacollege.edu.za

Closing Date: 20 January 2023

PLEASE NOTE THAT NO LATE SUBMISSION WILL BE ACCEPTED