



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

Ingwe TVET College



Enquiries: A. Madukuda amadukuda@ingwecollege.edu.za

Tel: 039 940 2142

ADVERT

BID DESCRIPTION	BID NO	CLOSING DATE	Enquiries
SUPPLY AND DELIVERY OF FOLDERS AND WRITING PADS FOR ADMIN CENTRE	INGWE/083/2022	DATE: 25 AUGUST 2022	Technical: Ms. F.B. Ntsalaze Tel: 039 940 2142 SCM: Ms A. Madukuda Tel: 039 940 2142

Kindly furnish me with a written quotation for the provision of services as detailed in the enclosed specification. The quotation must be submitted on the letterhead of your business or have your business stamp. Quotation maybe hand delivered before **12H00pm** at **Ingwe TVET College, Mount Frere Administration offices at the reception area** or email to amadukuda@ingwecollege.edu.za

THE FOLLOWING MANDATORY DOCUMENTS MUST BE SUBMITTED WITH THE QUOTATION AND FAILURE TO SUBMIT WILL LEAD TO THE BIDS BEING DECLARED NON-RESPONSIVE:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- Firm Delivery Period must be indicated.
- A valid Tax Clearance certificate and SARS TAX Compliance status with PIN
- Full 2022 CSD report (Central Supplier Database)
- Certified BBBEE certificate or Sworn affidavit
- A company municipal statement of account that is not older than 3 (three) month or company Lease Agreement or Affidavit from SAPS stating that the bidder is not obliged to pay municipal rates or a letter from a ward councilor confirming company address.
- Joint Ventures to attach: JV Agreement, Consolidated BBBEE certificate and letter of Signatory
- **Completed SBD 4 – as per PFMA SCM Instruction No. 03 of 2021/22 effective from 1 April 2022, the revised SBD 4 must be fully completed and signed. SBD 8&9 are repealed (no longer required). Failure to submit as instructed will lead to the bids being declared non – responsive. Bidders must download the revised SBD 4 from the College website or National Treasury website.**

BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- Ingwe TVET College Supply Chain Management Policy will apply;
- 80/20 preferential procurement point system will be applied.
- Ingwe TVET College does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid;
- Bids which are late, incomplete and unsigned will not be accepted.
- No quotations will be considered from persons in the service of the state.
- Failure to comply with these conditions may invalidate your offer.

Central Office
Badibanise Village
Mount Frere
Tel: 039 940 2142

Mount Frere Campus
Cancele Road
Mount Frere
Tel: 039 940 2142 ext.200

Ngqungqushu Campus
Magwa Road
Lusikisiki
Tel: 039 940 2142 ext.300

Siteto Campus
Mhlanga Village
Bizana
Tel: 039 940 2142 ext.400

Maluti Campus
Mli Road
Maluti
Tel: 039 940 2142 ext.500

Mt Fletcher Campus
Hospital Area
Mount Fletcher
Tel: 039 940 2142 ext.600

www.ingwecollege.edu.za

NB: SPECIFICATION ATTACHED

EVALUATION CRITERIA

The 80/ 20 preferential procurement point system will be applied as the project is estimated to be more than R30 000.00

Price - **80 point**

B-BEE status level of Contribution- **20 points**


BBBEE Points Breakdown:

LEVEL	POINTS AWARDED
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non – compliant	0

DELIVERY ADDRESS:

INGWE TVET COLLEGE
ADMINISTRATION OFFICES
BADIBANISE LOCATION A/A
MOUNT FRERE
5090

Yours faithfully

SIGNATURE 

Published on: 18 AUGUST 2022



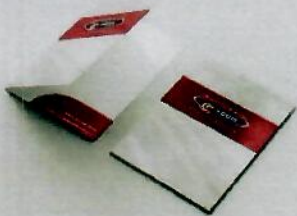
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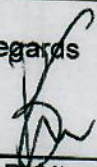
Ingwe TVET College



TO : SCM
FROM : MARKETING AND COMMUNICATIONS
SUBJECT : DESIGN, SUPPLY AND DELIVER PRESENTATION FOLDERS AND PADS
DATE : 27 JULY 2022

DESCRIPTION	QUANTITY
 <p>PRESENTATION FOLDERS – A4</p> <ul style="list-style-type: none"> ▪ Papers / Materials: 250 gsm matt ▪ Colours: College Corporate Colours ▪ Full colour on one side ▪ College logo and DHET logo ▪ Single fold ▪ Card holder slot 	2 000
<p>CUSTOM MADE WRITING PADS</p> <ul style="list-style-type: none"> • A4 size with front cover • 30 pages per pad • DHET logo and college logo on the top • Additional info to be supplied 	3 000

Regards



F. B. Ntsalaze
 Assistant Director: Marketing and Communications