



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

Ingwe TVET College



Enquiries: A.Madukuda

Tel:039 940 2142

Ext 171

ADVERT

BID DESCRIPTION	BID NO	CLOSING DATE	ENQUIRIES
SUPPLY, BRANDING AND DELIVERY OF CORPORATE STATIONERY AT ADMIN CENTER	INGWE/137/2026	DATE: 12/08/2026	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 may be 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 SARS TAX Compliance status with PIN.
- Updated CSD (Central Supplier Database) report.
- Company municipal statement of account not older than three (3) months or company lease agreement if renting premises or affidavit from SAPS stating that the company is not obliged to pay municipal rates or ward council letter confirming the proof of address for the company for non – rates paying areas or rural areas.
- Joint Ventures to attach: JV Agreement 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 SBD 8&9 are repealed (no longer required).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.
- **Only quotations sent to the above-mentioned e-mail address will be accepted.**

NB: SPECIFICATION ATTACHED

Central Office
Badbanise 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
tshlanga 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

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EVALUATION CRITERIA FOR THIS PROCUREMENT WILL BE AS FOLLOWS:

Price and Specific goals

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

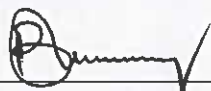
Price	-	80 point
Specific goals	-	20 points

"On the 04 November, the minister of Finance gazetted new Preferential Procurement Regulations (2022 Regulations) under the Preferential Procurement Policy Framework act, 2000 (PPPFA), this was aimed at aligning the regulations to the February 2022 Constitutional Court judgement. That judgement ruled that the Minister exceeded his powers in prescribing the 2017 Regulations. The Public Procurement Bill is being finalized, which will empower the Minister of Finance to set preferential procurement, the 2022 Regulations repeal the 2017 Regulations and take effect on the 16 January 2023"

SPECIFIC GOAL POINTS BREAKDOWN

SPECIFIC GOALS	PREFERENCE POINTS ALLOCATED OUT OF 20	DOCUMENTATION TO BE SUBMITTED BY BIDDERS TO VALIDATE THEIR CLAIM FOR POINTS
Black ownership: An EME or QSE which is at least 51% owned by black people	8	• ID Copy • CIPC (Company registration) • CSD report (the ownership status of the 2 documents must correspond in order to be awarded points)
Women ownership: An EME or QSE which is at least 51% owned by women	4	• ID Copy • CIPC (Company registration) • CSD report (the ownership status of the 2 documents must correspond in order to be awarded points)
Youth ownership: An EME or QSE which is at least 51% owned by youth. (Up to 35 years of age)	4	• ID Copy • CIPC (Company registration) • CSD report (the ownership status of the 2 documents must correspond in order to be awarded points)
Disability: An EME or QSE which is at least 51% owned by people with disability	2	• ID Copy • CIPC (Company registration) • CSD report (the ownership status of the 2 documents must correspond in order to be awarded points) • Medical certificate • SASSA registration or confirmation of disability from a relevant authority.
Locality: Located in the OR Tambo District municipality, Alfred Nzo District Municipality, and the Joe Gqabi District Municipality	2	• Municipal rates account OR • Letter from councilor confirming residence or Lease Agreement
Non – submissions	0	• No points will be claimed if the bidders failed to submit the required documents

SIGNATURE



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Ingwe TVET College



Enquiries: fbnts@ingwecollege.edu.za

039 940 2142 Ext 139

TO : SCM

FROM : MARKETING AND COMMUNICATIONS

SUBJECT : SPECIFICATION FOR CORPORATE STATIONERY

DATE : 03 AUGUST 2026

ITEM	DESCRIPTION	QUANTITY
	CODE: PEN-1711 Electra Ball Pen This slim ball pen is a more affordable plastic version of a popular metal promotional pen. • with black German ink • bulk packed • Colour: Blue Branding: NSF logo	1 000
	CODE: GIFT-9208 Splash Highlighter A fun multi-highlighter designed to look like water hitting a surface. It features 5 different colour highlighters in one. • ABS • 10.5 (l) x 9 (w) x 1.3 (h) • bulk packed Branding: Full Colour NSF logo	1 000
	CODE: ST-AL-125-BCampus Pencil Case Made from durable 600D material, this pencil case is designed to comfortably fit a 30cm ruler and plenty of other stationery. • 34 (l) x 12 (h) cm • 600D • extra long pencil case comfortably fits a 30cm ruler • excludes contents • Colour :Blue Branding: NSF and DHET Logo	1 000

Central Office
Bathurst Village
Midrand
Tel: 039 940 2142

Mount Edge Campus
Gardens Road
Mount Edge
Tel: 039 940 2142 ext 200

Nyanga Campus
Nyanga Road
Lanseria
Tel: 039 940 2142 ext 100

Sileto Campus
Mphahle Village
Buzwile
Tel: 039 940 2142 ext 400

Maritz Campus
Mabasa
Mabasa
Tel: 039 940 2142 ext 1000

Mt Pleasant Campus
Hampden Road
Mount Pleasant
Tel: 039 940 2142 ext 500

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	CODE: IDEA-54024 Altitude Riviera Plastic Water Bottle - 500ml The fun design of this water bottle also makes it easier to grip. Plastic water bottles are budget-friendly giveaways which have the potential to get good exposure for your logo or message. • 23 (h) • 500ml • PP • Colour: Red Branding: NSF and DHET Logo	1 000
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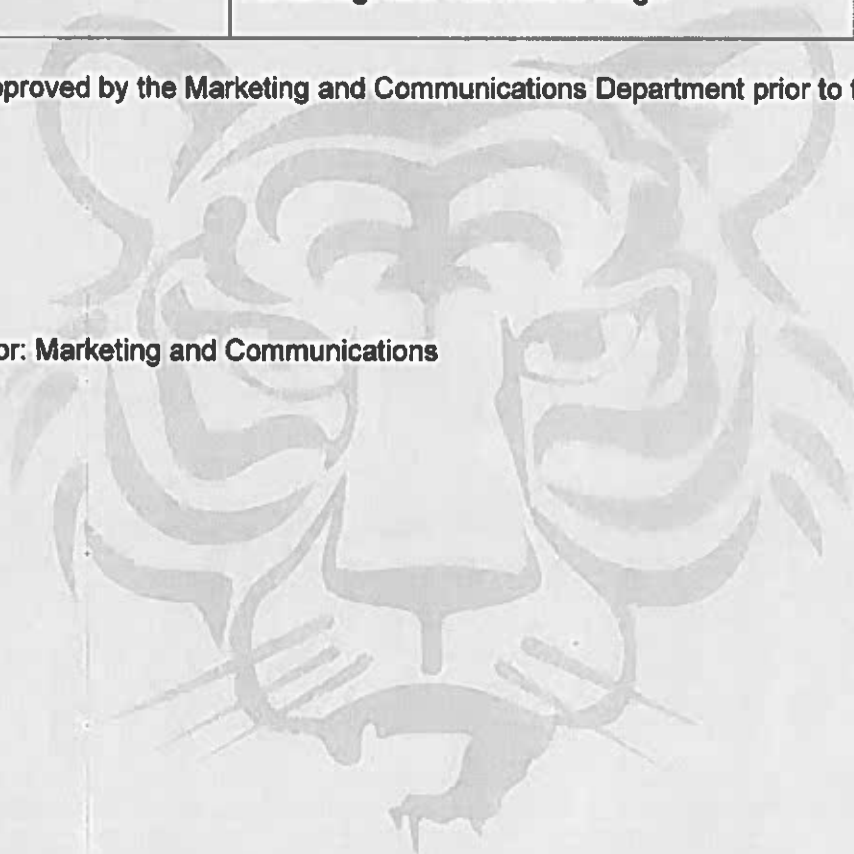
Artwork to be approved by the Marketing and Communications Department prior to final production.

Compiled by



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F. B. Ntsalaze

Assistant Director: Marketing and Communications



Central Office
Inyangweni Village
Edmore Estate
Tel: 031 910 2112

Mount Errol Campus
Lancaster Road
Mount Errol
Tel: 031 910 2112 ext 700

Ripanggahe Campus
Lugger Road
Lugger
Tel: 031 910 2112 ext 300

Sibeto Campus
Sibeto Road
Sibeto
Tel: 031 910 2112 ext 400

Mahini Campus
L.R. Road
Mahini
Tel: 031 910 2112 ext 500

W. Fletcher Campus
Hospital Road
Mount Errol
Tel: 031 910 2112 ext 600

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