



## **INVITATION TO QUOTE – ZNQ23/24/0013/NCR**

Suitable and capable Service Providers are invited to quote for the following service:

### **SUPPLY AND DELIVERY OF STATIONERY FOR NORTH COAST REGIONAL OFFICE – ULUNDI**

**Advert Date** : 01 September 2023  
**Closing Date** : 08 September 2023  
**Closing Time** : 11h00

Collection of Bid Documents

Documents may be downloaded from the Departmental website: [www.kznworks.gov.za](http://www.kznworks.gov.za) or from:  
The physical address for collection of Tender documents is:

**KZN Department of Public Works**  
**North Coast Region**  
**Legislative Assembly Administrative Building – First Floor: Zone 1**  
**King Dinuzulu Highway**  
**ULUNDI, 3838**

Documents may be collected during working hours from 08H00 to 15H30.

Briefing Session : Not Applicable

Queries relating to the issue of these documents may be addressed to:

**Full Name** : Mr. S Zungu  
**Tel. No** : 035 874 3224  
**Email Address** : [sibusiso.zungu@kznworks.gov.za](mailto:sibusiso.zungu@kznworks.gov.za)

All technical enquiries may be directed to Mrs. NT Mcanyana at 035 874 2847/  
[thobeka.mcanyana@kznworks.gov.za](mailto:thobeka.mcanyana@kznworks.gov.za)

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### **TENDERERS TO NOTE:**

1. The Department reserves the right not to award to the lowest bidder. In addition, the Department may conduct a detailed risk assessment prior to the award of the bid.
2. Telegraphic, telephonic, telex, facsimile, e-mail and late Tender Proposals will not be accepted.
3. Only Bidders registered within the applicable Central Suppliers Database will be eligible to submit bids.
4. The Preference points system applicable for this bid is 80/20, where 20 points of specific goals will be allocated as follows:
  - **Ownership by Black People:** 5 points  
Documentary Proof Required:  
1) Sworn Affidavit; signed and dated by Commissioner of Oaths
  - **"Ownership by People who are Women:** 5 points  
Documentary Proof Required:  
1) Sworn Affidavit; signed and dated by Commissioner of Oaths  
2) Certified Copy of Identity Document/s"
  - **"Ownership by People who are Youth** 5 points  
Documentary Proof Required:  
1) Certified copy of Identity Document/s  
2) SANAS Approved B-BBEE Certificate
  - **"Ownership by People living with Disabilities:** 5 points  
Documentary Proof Required:  
1) Original or Certified copy of an original medical certificate from a registered medical practitioner  
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