



## KWAZULU-NATAL PROVINCE

PUBLIC WORKS & INFRASTRUCTURE  
REPUBLIC OF SOUTH AFRICA

BID NO : ZNQP 03/09/2025  
Description : Procurement of sundry order books and stamps for eThekweni Regional office  
Advert date : 30 September 2025  
Closing Date : 07 October 2025  
Time : 11h00  
Documents available for collection from : Department of Public Works and Infrastructure: eThekweni Regional Office: 455A King Cetshwayo Highway, Mayville– SCM -Ground floor (helpdesk), **during working hours (08h00 to 15h45)**  
At no Cost documents to the : The complete bid document can be downloaded from The e-Tender Publication Portal and the Departmental website: [www.kznworks.gov.za](http://www.kznworks.gov.za) under the section: Tender Bids and Quotations. at no cost  
Cost of tender document : N/A

**Compulsory Pre-Tender Briefing Meeting/ Bid Clarification Meeting:** Compulsory briefing meeting will not be conducted.

**Closing Date and Time: 07 October 2025 at 11h00 am.**

**NB. Completed quotation documents are only to be deposited in the Tender box no.6 at 455A King Cetshwayo Highway, Mayville 4091 (Basement tender office-Helpdesk)**

**Tender Validity: 90 days**

**Contract Period: 2 Weeks of delivery upon receiving purchase order**

**Enquiries relating to the bid document may be directed to**

**Tel: 066 535 7932 email: [thobeka.mcanyana@kznworks.gov.za](mailto:thobeka.mcanyana@kznworks.gov.za)**

**All technical enquiries may be directed to**

**Tel: 073 751 5626 email: [musa.mdlalose@kznworks.gov.za](mailto:musa.mdlalose@kznworks.gov.za)**

### **Conditions of Tender:**

#### **Evaluation Criteria**

- Administrative compliance, financial offer and preference offer.

#### **Phase 1:**

##### **Administrative Compliance**

- Correctness of quotation documents.
- Compliance with quotation regulations (registration with CSD)

## **Phase 2:**

### **Specific Goals**

- The 80/20-point system is applicable for this quote with the following Specific Goal Requirements and documentary proof as per the quotation document must be provided for claiming of points for specific goals.

<b>Price</b>		<b>80 Points</b>
<b>Specific goals: Total Points</b>	<b>Documents Required</b>	<b>20 Points</b>
"Exempted Micro-Enterprise (EME's)	1) EME or QSE Sworn Affidavit; signed and dated by Commissioner of Oaths	20

### **BIDDERS TO NOTE**

1. Requirement of sealing, addressing, delivering and assessment of the tender are contained in the tender document.
2. The department reserves a right not to award the lowest bidder.
3. In addition, the department will conduct a detailed risk assessment prior to the award of the quotation.
4. Submission of a PDF copy of the completed quotation document together with all the supporting tender documents must be submitted on the close of tender.
5. Late submissions will not be accepted.
6. Faxed or emailed bids are not accepted.
7. Only bidders registered on the Central Suppliers Database (CSD) are eligible to submit quotations.

**NB: See annexure A,B and B1 for an example provided, the sundry book cover must be pink in colour, the pages must be white with green wording in duplicate.**