



KWAZULU-NATAL PROVINCE

PUBLIC WORKS & INFRASTRUCTURE
REPUBLIC OF SOUTH AFRICA

BID NO : ZNQP 02/09/2025

Description : Procurement of stationery for eThekweni Region: 455A King Cetshwayo Highway in Mayville.

Advert date : 17 October 2025

Closing Date : 24 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 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: 24 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: 1 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

All technical enquiries may be directed to

Tel: 073 751 5626 email: 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.

Price		80 Points
Specific goals: Total Points	Documents Required	20 Points
"Exempted Micro-Enterprise (EME's)	1) EME or QSE Sworn Affidavit; signed and dated by Commissioner of Oaths / CIPRO BBBEE Certificate / BBBEE Certificate issued by SANAS	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.
8. Closing Date: **24 October 2025 at 11:00 am**