

**SUPPLY AND DELIVERY OF STATIONERY AT RYNFIELD****Author :** Elphie**Date posted :** 2018-10-04**Bid Number :** RFQ201810/007**Description :** **Bidders are hereby invite for supply and delivery of Stationery at Rynfield**

NO	Description	Quantity
1	Artline 70 Bullet point permanent marker	3
2	Bic click Ballpen Medium black	1 BOX
3	Scissors	2
4	Standard Stapler	2
5	Rexel Staples box of 5000	2
6	2 Quire note book	10
7	A4 Lever Arch File	15
8	Alphabetic colour-coded page dividers	10
9	Stick and note Neon cube 76x76	2
10	Typek A4 Printing papers - box	5 Boxes
11	Plastic Filling Pockets A4	5
12	Colloso Highlighters Assorted 10's/ equivalent	1 Box
13	Pritt glue stick 22g / equivalent	5
14	Pentel fine point correction pen	2
15	PVC- 70 lever Arch files 70mm Green	4
16	PVC index set 1 - 2 A4	5
17	PVC index set Jan - Dec A4	5
18	HP ink cartridge 953XL black	8
19	HP ink cartridge 953XL yellow	4
20	HP ink cartridge	4

		953XL cyan	
21	HP ink cartridge 953XL magenta	4	
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<b>Bid closing date :</b>	2018-10-09
<b>Compulsory site meeting :</b>	N/A
<b>Contact Person :</b>	Lawrence
<b>Contact number :</b>	0764799154/0611206892
<b>E-mail address :</b>	
<b>Bid validity period :</b>	3 Days
<b>Physical address where bid documents can be collected :</b>	ERWAT Head Office, Hartebeestfontein Office Park, R25, Norkem Park.
<b>Tender Box number :</b>	N/A
<b>Day when Tender is to be submitted to ERWAT Offices:</b>	
<b>Non-refundable Document fee :</b>	N/A ERWAT will not accept cash. All payments to be made by Credit Card only
<b>CIBD required?</b>	
<input type="text"/>	

Bids must be hand delivered to the Bid Box situated at the address: ERWAT Head Office, Hartebeestfontein Office Park, Bapsfontein Road (R25), Kempton Park.

Complete Tenders must be in a sealed envelope clearly marked with **RFQ201810/007** and **SUPPLY AND DELIVERY OF STATIONERY AT RYNFIELD.** and to be hand delivered, in the TENDER BOX **N/A** at the foyer at ERWAT Head Office, Bapsfontein Road (R25), Kempton Park.

No e-mail or faxed bids/proposals shall be accepted. Bids/Proposals that are not received on the specific time and date will be marked as late bids/proposals and such bids/proposals will, in terms of the Supply Chain Management Policy of ERWAT, not be considered by ERWAT as valid bids/proposals.

Bidders' attention is specifically drawn to the provision of the bid rules which are included in the bid document.

The lowest or any bid will not necessarily be accepted and ERWAT reserves the right not to consider any bid not suitably endorsed or comprehensively completed, as well as the right to accept a bid in whole or part. Bids completed in pencil will be regarded as invalid bids.

**Submission of electronic and fax bids are not acceptable.**