



# higher education & training

Department:  
Higher Education and Training  
REPUBLIC OF SOUTH AFRICA

Ingwe TVET College



Enquiries: L. Mnyukana

Tel: 039 940 2142

Ext 120

## ADVERT

| BID DESCRIPTION                                                                       | BID NO         | CLOSING DATE     | ENQUIRIES                                                                                       |
|---------------------------------------------------------------------------------------|----------------|------------------|-------------------------------------------------------------------------------------------------|
| SUPPLY, DELIVERY AND<br>BRANDING OF<br>MARKETING<br>PARAPHERNALIA FOR<br>ADMIN CENTRE | INGWE/139/2026 | DATE: 11/08/2026 | TECHNICAL: MS. F. B. NTSALAZE<br>TEL: 039 940 2142<br>SCM: MR. L. MNYUKANA<br>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 [lmnyukana@ingwecollege.edu.za](mailto:lmnyukana@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 SBD 8&9 are repealed (no longer required).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.**

Central Office  
Badibanise 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  
Mhlanga 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

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                                                                                                                                                                                                                                         |
|--------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Black ownership:</b> An EME or QSE which is at least 51% owned by black people                                                          | 8                                     | <ul style="list-style-type: none"> <li>ID Copy</li> <li>CIPC (Company registration)</li> <li>CSD report (the ownership status of the 2 documents must correspond to be awarded points)</li> </ul>                                                                                                                   |
| <b>Women ownership:</b> An EME or QSE which is at least 51% owned by women                                                                 | 4                                     | <ul style="list-style-type: none"> <li>ID Copy</li> <li>CIPC (Company registration)</li> <li>CSD report (the ownership status of the 2 documents must correspond to be awarded points)</li> </ul>                                                                                                                   |
| <b>Youth ownership:</b> An EME or QSE which is at least 51% owned by youth. (Up to 35 years of age)                                        | 4                                     | <ul style="list-style-type: none"> <li>ID Copy</li> <li>CIPC (Company registration)</li> <li>CSD report (the ownership status of the 2 documents must correspond to be awarded points)</li> </ul>                                                                                                                   |
| <b>Disability:</b> An EME or QSE which is at least 51% owned by people with disability                                                     | 2                                     | <ul style="list-style-type: none"> <li>ID Copy</li> <li>CIPC (Company registration)</li> <li>CSD report (the ownership status of the 2 documents must correspond to be awarded points)</li> <li>Medical certificate</li> <li>SASSA registration or confirmation of disability from a relevant authority.</li> </ul> |
| <b>Locality:</b> Located in the OR Tambo District municipality, Alfred Ndzo District Municipality, and the Joe Gqabi District Municipality | 2                                     | <ul style="list-style-type: none"> <li>Municipal rates account OR</li> <li>Letter from councilor confirming residence or Lease Agreement</li> </ul>                                                                                                                                                                 |
| Non – submissions                                                                                                                          | 0                                     | <ul style="list-style-type: none"> <li>No points will be claimed if the bidders failed to submit the required documents</li> </ul>                                                                                                                                                                                  |

NB: SPECIFICATION ATTACHED

SIGNATURE

Published on: 03 August 2026

Central Office  
Badibani Village  
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Ngqungqushu Campus  
Magwa Road  
Lusikisiki  
Tel: 039 940 2142 ext.300

Siteto Campus  
Mhlanga Village  
Bizana  
Tel: 039 940 2142 ext.400

Maluti Campus  
Mli Road  
Maluti  
Tel: 039 940 2142 ext.500

Mt Fletcher Campus  
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Enquiries: [fontsalaze@ingwecollege.edu.za](mailto:fontsalaze@ingwecollege.edu.za)

039 940 2142 Ext 139

**TO : SCM**  
**FROM : MARKETING AND COMMUNICATIONS**  
**SUBJECT : SPECIFICATION FOR PARAPHERNALIA**  
**DATE : 03 AUGUST 2026**

| ITEM                                                                                | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | QUANTITY |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
|   | <b>CODE: NB-9915</b><br><b>Showcase A5 Soft Cover Notebook</b><br>The unique PU used for the cover of this notebook is both soft and firm, and it lends itself particularly well to debossing as a branding method. The matching of the painted page edges to the colour of the cover finishes the look off perfectly. <ul style="list-style-type: none"><li>• 21 (l) x 14.2 (w) x 1.5 (h) cm</li><li>• paper and PU</li><li>• 192 lined pages (96 sheets)</li><li>• bulk packed</li><li>• Colour: Blue</li></ul> <b>Branding: Debossing (NSF logo)</b> | 500      |
|  | <b>CODE: ALT-CCK Willow Bush Hat</b> <ul style="list-style-type: none"><li>• 175g/m<sup>2</sup></li><li>• 100% cotton twill</li><li>• unstructured</li><li>• metal eyelets</li><li>• brass studs</li><li>• self-fabric cord</li></ul> <b>Cotton: Extremely durable &amp; comfortable. This natural fabric is hypoallergenic &amp; breathable.</b><br><b>Branding: NSF Logo(full colour embroidery)</b>                                                                                                                                                  | 200      |

Central Office  
Bodibess Village  
176ant Phone  
Tel: 039 940 2112

Mount Fenton Campus  
Gardens Road  
Gardens Town  
Tel: 039 940 2112 ext 100

Ngqungqoshe Campus  
Ngqungqoshe  
Langa  
Tel: 039 940 2112 ext 100

Sibetha Campus  
Sibetha Village  
Bhebeke  
Tel: 039 940 2142 ext 100

Maloti Campus  
20th Road  
Lilleshall  
Tel: 039 940 2142 ext 100

Ms Fletcher Campus  
Hospital Area  
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|                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |
|-----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
|  | <p><b>Trolley bag – black</b></p> <p><b>Branding: NSF Logo</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <p>06</p> |
|  | <p><b>CODE: GF-AL-1274-B</b><br/> <b>Emerson Kraft Gift Set</b><br/> A bottle made from BPA-free recycled stainless steel, an A5 notebook with a strap closure and a metal ball pen are neatly presented together in a gift box.</p> <p>The box is 27 ( l ) x 23 ( w ) x 7.5 ( h ) cm, and is made from natural kraft board.</p> <p><b>This gift set includes:</b></p> <ul style="list-style-type: none"> <li>• Altitude Emperor A5 Hard Cover</li> <li>• Notebook (NF-AL-173-B)</li> <li>• Altitude Omega Ball Pen (PEN-1901)</li> </ul> <p><b>Branding</b><br/> NSF logo on all items</p> | <p>15</p> |

Artwork to be approved by the Marketing and Communications Department prior to final production.

Compiled by



F. B. Ntsalaze

Assistant Director: Marketing and Communications

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Mshinga Village  
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