

TRANSNET NATIONAL PORTS AUTHORITY (TNPA)

A DIVISION OF TRANSNET LIMITED

(Registration No. 1990/000900/30)

INVITES TENDERS

**FOR THE SUPPLY AND DELIVERY OF OFFICE STATIONERY FOR TNPA CENTRAL REGION
(PORT OF PORT ELIZABETH, PORT OF NGQURA, HEAD OFFICE AND EAST LONDON) FOR A
PERIOD OF THREE (3) YEARS ON AN "AS AND WHEN REQUIRED BASIS".**

1. INVITATION TO SUBMIT A TENDER

- 1.1.** Tenderers are hereby invited to tender for the supply and delivery of Stationery for a period of Three (3) years on an "as and when required basis" at the TNPA Central Region (Port of Ngqura, Port of Port Elizabeth, Head Office, and East London).
- 1.2.** TNPA requires the successful Tenderer to supply and deliver Office Stationery on an as and when required basis for period of three (3) years:
 - For normal orders, the Respondent should respond and deliver within 36/48 hours.
 - All Stationery items delivered under the contract shall be of good quality.
 - Refer to the Pricing Schedule for all the Office Stationery items required.

1.3. SCHEDULE OF PRICES AND ESCALATION:

- 1.3.1 Tenderers must complete the accompanying Schedule of Prices in a clear manner and must submit it with their tenders.
 - The prices submitted in the Schedule of Prices shall be deemed to be fixed and shall not be subject to escalation during the contract period.
 - Tenderers are obliged to submit tenders for all stationery items listed in the Schedule of Prices.
 - No price increase will be accepted / considered after award.
 - The Tenderer can quote for one Port, or all the Central Region Ports as split award is envisioned.