



**INFORMATION
REGULATOR
(SOUTH AFRICA)**

*Ensuring protection of your personal information
and effective access to information*

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SPECIFICATION

PROVISION OF SIXTY(60) TONER CARDRIDGES AND TEN (10) DRUM UNITS FOR INFORMATION REGULATOR

Name of Directorate	Information Regulator	
Contact Number	010 023 5200	
Date of Specification	19 March 2026	
Closing date	31 March 2026	
Venue for delivery of goods / services	54 Maxwell Drive, Old General Motors Building, Woodmead	
Contact E-mail	scm@inforegulator.org.za	
Contact Person	Kerryn Mashaba / Phindulo Maphangula / Lesego Korae/ Milton Gasa	
REQUEST TO SUPPLY SIXTY (60) TONER CARTRIDGES AND TEN (10) DRUM UNITS FOR THE REGULATOR		
Specification to be supplied	QUANTITY	Description
TONER CARDRIDGES	60	Please refer to page 2
DRUM UNITS	10	Please refer to page 2



1. SPECIFICATION FOR SIXTY TONER CARDRIDGES AND DRUM UNITS

ITEMS TO BE SUPPLIED	QTY	ITEM MINIMUM SPECIFICATION
TONER CARDRIDGES	15	Genuine/Original High Yield Cyan Toner Cartridge TN-469C, not refills, for Printer
	25	Genuine/Original High Yield Black Toner Cartridge TN-469BK, not refills, for Printe
	10	Genuine/Original High Yield Magenta Toner Cartridge TN-469M, not refills, for Printer
	10	Genuine/Original High Yield Yellow Toner Cartridge TN-469Y, not refills, for Printer
DRUM UNITS	10	Brother DR-461CL : MFC-L8690CDW

2. The above items should adhere to the following requirements:

- **Delivery:** The licenses must be delivered within two (2) weeks of an award letter or official purchase order.
- **Pricing:** Include detailed pricing breakdown (unit price, total price, taxes, and any additional costs).

3. Quotation(s) must be accompanied by the following documents:


- Valid copy of Tax Compliance Status Pin.
- Original valid certified copy of B-BBEE Certificate/ Sworn Affidavit.
- CSD registration report not older than three (3) months.
- Quotations must be valid for two (2) months
- Quotations not in compliance with the above-mentioned and received after the closing date of the request for quotation will **NOT** be considered

4. Other important Requirements:

- The service provider is required to register their Information Officer (IO) on the Information Regulator's eServices portal.

Registration Link: <https://eservices.info regulator.org.za/services.aspx>

1. SIGNATURES

Approved By	x	Not Approved by
Signature:		 <p>DocuSigned by: DFAC8CC44EF546B</p>
Name	Mr. T. Luyaba	
Title:	Chief Information Officer (CIO)	
Date:	19-Mar-2026 12:21 SAST	