



Inkosi Langalibalele
LOCAL MUNICIPALITY – UMKHANDLU WENDAWO
SCM OFFICE

PO BOX 15, Estcourt, 3310, Physical Address: Civic Building, Victoria Street, Estcourt, 3310
Tel. No.: 036 342 7800, Fax: 036 352 5829 Email: madinane@ilm.gov.za

05/03/2019

Dear Sir / Madam

REQUEST FOR WRITTEN OR VERBAL QUOTATIONS

Over R30000.00 REQ/REF 001406

Kindly furnish me with a written quotation for the supply of the goods/services as detailed in the enclosed schedule.

The quotation must be submitted on the letterhead of your business and can either be e-mailed to nompilo@ilm.gov.za or hand delivered to Civic Building, Victoria street 3310 by no later than the 13/03/2019.

Enquiries:

The following conditions will apply:

- 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.
- A firm delivery period must be indicated.
- Valid Tax Clearance Certificate from the Receiver of Revenue.
- Signed MBD4 Forms.
- Proof of Treasury CSD registration.
- BBBEE certificate/affidavit.

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

Nompilo Mnculwane
SCM CLERK

SCHEDULE

QTY	DESCRIPTION
6	<p><u>Request for quotation on the following:</u></p> <p>Steel Cupboards (Size 1800H X 900W X 450D)</p>

DELIVERY ADDRESS:

Civic Building, Victoria Street
Estcourt
3310
