



BA-PHALABORWA MUNICIPALITY
MEMORANDUM
- BUDGET AND TREASURY –

TO : *Prospective Service Provider*
FROM : *SCM /STORES*
DATE : *29/01/2021*
ENQUIRIES : *STORES*
TELEPHONE : *015 780 6362/61*
REF : *129656*

Kindly furnish this office with a written quotation for supply of goods/ services as detailed below. The quotation must be submitted on the letterhead of your Business and Brought to our offices 3 Nyala Street, Phalaborwa not later than **08/02/2021 12H00**

QUANTITY	Description	PRICE/UNIT (Inc. VAT)	DELIVERY PERIOD
100	A3 COVID-19 POSTERS		

Please number your quotes (Your Ref no)

The following conditions will apply:

- *Price (s) quoted must be valid for at least thirty (30) days from date of your offer.*
- *The municipality retains the prerogative to reject any quotes it deems to be excessive
A firm delivery period must be indicated.*
- *Tax Clearance Certificate*
- *A service provider be registered with central supplier database (CSD)*
- *Registered with CIPRO (CK 1 or 2 document)*
- *BBBEE Certificate certified by a SANAS accredited institution.*
- *Completed MBD4 (Declaration of Interest) Form*
- *COMPLETE MBD6.2*

COVID-19 POSTERS SPECIFICATION

BA-PHALABORWA
MUNICIPALITY

4 SET COVID-19 POSTERS AS PER DEPARTMENT OF HEALTH REGULATIONS AS FOLLOWS:

1. PRECAUTIONS TO TAKE
2. CURB THE SPREAD
3. SOCIAL DISTANCING
4. WEARING OF FACE MASK

SIZE: A3 POSTER

4 SET X 22 FRAMED

4 SET X 11 LAMINATED

SOCIAL DISTANCE FLOOR LAMINATEDS, FLICKERS

SIZE: A2

QUANTITY = 68

FULL COLOUR DIGITAL PRINTED ONE SIDE

MATERIAL: POLY - PRINT CLEAR DIGITAL VINYL

FINISHING: CUT AND TRIMM TO SHAPE AND SIZE

ENSURE THAT U PUT BA-PHALABORWA MUNICIPAL LOGO ON EACH POSTER