



BA-PHALABORWA MUNICIPALITY
MEMORANDUM
- BUDGET AND TREASURY –

TO : *Prospective Service Provider*
FROM : **SCM /STORES**
DATE : **29/09/2020**
ENQUIRIES : **STORES**
TELEPHONE : **015 780 6362/61**
REF : **136836**

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 **09/10/2020 at 12HOO**

QUANTITY	Description	PRICE/UNIT (Inc. VAT)	DELIVERY PERIOD
1000x	Material Mask Adjustable, soft elastic ear loops Washable & reusable Wash with colour Ba-Phalaborwa municipality Printed Logo on the Right side Covid-19 pandemic printed on the Left hand side 500 Black, 500 Green colour		

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*
- *Completed MBD6.2 Form*

Fill in and Return the Declaration of Interest Form.