



BA-PHALABORWA MUNICIPALITY

- Budget and Treasury -

Procurement and Stores

**TO** : Prospective Service Provider  
**FROM** : SCM /STORES  
**DATE** : 12 /11/2018  
**ENQUIRIES** : STORES  
**TELEPHONE** : 015 780 6479/6362/61  
**REF** : Paper White

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 Entity and dropped in the quotation box at our offices 3 Nyala Street, Phalaborwa not later than 21/11/2018 at 15H00. Attention: Procurement

QUANTITY	Description	PRICE/UNIT (Inc .VAT)	DELIVERY PERIOD
2500	Paper blank A4 80GSM White 160cie whiteness		

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 and/or underquoted
- A firm delivery period must be indicated.
- **Original Tax Clearance Certificate**
- **Registered with CIPRO (CK 1 or 2 document)**
- **BBBEE Certificate certified by a SANAS accredited institution or certified sworn affidavit.**
- **Fill in and Return the Declaration of Interest Form (MBD4 Form) obtainable from our website.**
- **Registered on the Centralised Suppliers Database ( CSD Report)**
- Goods to be delivered within 30 days of purchase order