



BA-PHALABORWA MUNICIPALITY
MEMORANDUM
- BUDGET AND TREASURY –

TO : *Prospective Service Provider*
FROM : *SCM /STORES*
DATE : *06/12/2021*
ENQUIRIES : *STORES*
TELEPHONE : *015 780 6362/61*
REF : *REQ0000217*

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 **14/12/2021 12H00**

| QUANTITY | Description | PRICE/UNIT (Inc. VAT) | DELIVERY PERIOD |
|-----------------|---|----------------------------------|----------------------------|
| 1 | <i>Elite book 8th Gen Core i5 Screen</i> | | |
| 2 | <i>High speed network cable Cat6 1000ft</i> | | |
| 4 | <i>16GB 2RX8 PC2-6400S (RAM)</i> | | |
| 5 | <i>Laptop Screen 15,6" SN: NT156WHM-H42</i> | | |
| 3 | <i>2400 VA 24 V Battery center + Inventor (UPS)</i> | | |
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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*