



BA-PHALABORWA MUNICIPALITY
MEMORANDUM
- BUDGET AND TREASURY –

TO : *Prospective Service Provider*
FROM : *SCM /STORES*
DATE : *02/05/2019*
ENQUIRIES : *STORES*
TELEPHONE : *015 780 6362/61*
REF : *135860*

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 **10/05/2019 at 12H00**

QUANTITY	Description	PRICE/UNIT (Inc .VAT)	DELIVERY PERIOD
70	T-Shirt for nominated people to attend Presidential Inauguration		
	At Pretoria (union Building)on the 25 May 2019		
	See attached specification		

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 provide 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*

Fill in and Return the Declaration of Interest Form.



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**PRESIDENTIAL INAUGURATION TRIP TO PRETORIA (UNION BUILDING) –
25 MAY 2019**

SPECIFICATION FOR T-SHIRTS FOR IDENTIFICATION PURPOSE 70 PASSENGERS.

- 1. 70X BRIGHT COLOURED T-SHIRTS**
- 2. BE PRINTED “PRESIDENTIAL INAUGURATION PLUS MUNICIPALITY LOGO” ON FRONT**
- 3. BE PRINTED “BA-PHALABORWA MUNICIPALITY” AT THE BACK**

3 EXTRA LARGE = 10
MEDIUM = 04
LARGE = 30
EXTRA LARGE = 20
2 EXTRA LARGE = 05
SMALL = 01

SERVICE PROVIDER TO PROVIDE SAMPLE OF A T-SHIRT (MAKE) FOR FINAL AGREEMENT ON SIZES

CONTACT PERSON: SUPPLY CHAIN

TEL: 015 780 6361/2