



BA-PHALABORWA MUNICIPALITY

- Budget and Treasury -

Procurement and Stores

TO : **Prospective Service Provider**
FROM : **SCM /STORES**
DATE : **15/09/2017**
ENQUIRIES : **STORES**
TELEPHONE : **015 780 6479/6362/61**
REF : **127137**

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 **26/09/2017 at 15H00.**

QUANTITY	Description	PRICE/UNIT (Inc .VAT)	DELIVERY PERIOD
1000	A4 (15) pager newsletter layout and design pho to graphy		
	Gloss paper and stappled collated finish size 420*297mm		
	Cover power art (gross) 170 glm ² for September 2017		

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.*
- *Original Tax Clearance Certificate or certified copy*
- *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.*
- *Centralised Suppliers Database printout (summary report)*