



BA-PHALABORWA MUNICIPALITY

- Budget and Treasury -

Procurement and Stores

TO : Prospective Service Provider
FROM : SCM /STORES
DATE : 14/11/2017
ENQUIRIES : STORES
TELEPHONE : 015 780 6479/6362/61
REF : 126581

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 23/11/2017 at 15H00.

QUANTITY	Description	PRICE/UNIT (Inc .VAT)	DELIVERY PERIOD
01	Facilitator to facilitate strategic planning session from 29 November to 01 Dec 2017. See the 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.*
- *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)*



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