



BA-PHALABORWA MUNICIPALITY
- Budget and Treasury -
Procurement and Stores

TO : Prospective Service Provider
FROM : SCM
DATE : 2017-04-04
ENQUIRIES : STORES
TELEPHONE : 015 780 6379/6362/61
REF : Stationary Paper blank A4 80GSM White
Quotation Due Date : 2017-04-13

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 Brought to our offices 3 Nyala Street, Phalaborwa not later than Quotation Due Date

Quantity	Description	Unit of Measure	Price Per Unit (Including VAT)	Delivery Period
3000	Paper blank A4 80GSM White	Ream		

Please number your quotes (Your Ref no)

The following conditions will apply:

- Ø Price (s) quoted must be valid for at least thirty (30) days from date of your offer.
- Ø The municipality retains the prerogative to reject any quotes it deems to be excessive
- Ø A firm delivery period must be indicated.
- Ø Original Tax Clearance Certificate
- Ø A service provide be registered with Ba-Phalaborwa database
- Ø Registered with CIPRO (CK 1 or 2 document)
- Ø BBBEE Certificate certified by a SANAS accredited institution or certified sworn affidavit.
- Ø Fill in and Return the Declaration of Interest Form (MBD4 Form) obtainable from our website.
- Ø Centralised Suppliers Database printout (summary report)

Disclaimer: The Municipality reserves the right not to appoint on this RFQ. Goods of inferior quality will not be accepted. SABS approved materials required

Prices deemed to be irresponsibly excessive or underquoted will not be considered.