



**BA-PHALABORWA MUNICIPALITY**

**- BUDGET AND TREASURY -**

**- PROCUREMENT AND STORES -**

TO : Prospective Service Provider  
FROM : SCM/STORES  
DATE : 11/08/2016  
ENQUIRIES : STORES  
TELEPHONE : 015 780 6872  
REF : 125422

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/ emailed to [mogofen@ba-phalaborwa.gov.za](mailto:mogofen@ba-phalaborwa.gov.za) or not later than 15/08/2016 at 12H00.

| QUANTIT<br>Y | Description                                                             | PRICE/UNIT<br>(Inc. . .VAT) | DELIVERY<br>PERIOD |
|--------------|-------------------------------------------------------------------------|-----------------------------|--------------------|
| 01           | Hiring of video conferencing system of 2016/08/16 ,at municipal offices |                             |                    |
|              |                                                                         |                             |                    |
|              |                                                                         |                             |                    |
|              |                                                                         |                             |                    |
|              |                                                                         |                             |                    |
|              |                                                                         |                             |                    |
|              |                                                                         |                             |                    |

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
- Registered with CIPRO (CK 1 or 2 document)
- BBBEE Certificate certified by a SANAS accredited institution.



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TO : Service Provider  
FROM : SCM /STORES  
DATE : 05/05/2015  
ENQUIRIES : STORES @ 015 780 6362/61  
REF : Trading Documents-14/15

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Kindly furnish this office with the following documents.

- Original Tax Clearance Certificate
- CIPRO (CK2 Document) / Proof of organisation ownership
- BBBEE Certificate certified by a SANAS accredited institution (if available).
- Completed MBD4 (declaration of Interest) Form

I trust that you will find the above to be in order.

Digitally Signed

Accountant: SCM



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