

	<h1>EMALAHLENI</h1> <h2>Local Municipality</h2>		P.O. BOX 3
			EMALAHLENI
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**26 January 2021**

Dear Sir / Madam

### REQUEST FOR FORMAL WRITTEN QUOTATION

Kindly furnish me with a written quotation for the supply of the goods/services as detailed

**Enquiries: J Bower (079 395 3670)**

ITEM DESCRIPTION	QUANTITY
<b>Latex gloves boxes (100) Non-sterile medium and large</b>	<b>50</b>

The quotation must be submitted on the letterhead of your business, signed and delivered by hand on the box by supply chain entrance not later **than 01/02/2021**.

The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price (s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- For all transactions the following must be attached:
- Proof of the paid up Municipal Rates and Taxes account of the company or its directors.
- MBD forms
- CSD report (Must be registered on the Central Supplier Database (CSD)).
- Scoring points-Certified copy of BBBEE certificate should be attached
- Evaluation criteria-The 80/20 PPPFA system for requirements with a Rand from R30 000 to R200 000 (all applicable taxes included)

**Failure to comply with these conditions and filling of the declaration form may invalidate your offer.**

**Approved.....**