

	<h1>EMALAHLENI</h1> <h2>Local Municipality</h2>		P.O. BOX 3 EMALAHLENI MPUMALANGA 1035 TEL.: (013) 690 6911 FAX: (013) 690 6207 E-mail: admin@emalahleni.gov.za
	eMalahleni, Mandela Avenue Tel.: (013) 690 6911	Kriel, Quintin Street Tel.: (017) 648 2241	Ogies, Hoofweg Tel.: (013) 643 1027

04 February 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: Eva Thobejane (073 5436 914)

ITEM DESCRIPTION	QUANTITY
Printing of Traffic deposit books (4080890910) Full spec below: A4 size, 100 pages per book All pages must include 2 duplicate pages with different colours. The first number of the book must be 02501 Original page must be able to be teared The emblem and receipts number must be in colour	100

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 11/06//2020.**

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.....