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

**02 March 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: Ms M Ndou (074 660 8451)**


**RFQ4**

| ITEM DESCRIPTION   | QUANTITY |
|--|----------|
| supply and installation of windows at Transport Department |          |
| 1. 435x1145  | 4        |
| 2. 875x1435  | 1        |
| 3. 260x1405  | 1        |
| 4. 435x850   | 1        |
| 5. 435x545   | 1        |
| 6. 285x435   | 1        |
| 7. 300x455   | 5        |
| 8. 210x285   | 6        |
| 9. 280x1443  | 2        |
| 10. 285x945  | 2        |
| 11. 435x1435   | 2        |

The quotation must be submitted on the letterhead of your business, signed and uploaded on the Municipal website not later **than 09 March 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)**

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

**Approved.....**