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|---|--|---|
|  | <h1>EMALAHLENI</h1> <h2>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        |

**15 July 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 Bouwer (013 690 6798/6413)**

| ITEM DESCRIPTION   | QUANTITY |
|--|----------|
| 25 L Hand & Surface Derma Drop Sanitizer (70% alcohol based) | 200      |

The quotation must be submitted on the letterhead of your business, signed and not later **than 22 July 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.**