

	<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

**25 November 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: Magagula (066 248 7585)**

ITEM DESCRIPTION	QUANTITY
Voltage line tester, top tronic	10
200mm insulated pliers	10
Electrician cable knife, folding	10
Portable LED Light, wrapped on the forehead	17

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 **02 December 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**
- **Certified BBBEE**
- **Must be registered on the Central Supplier Database (CSD).**

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

**APPROVED BY: .....**