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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: admin@emalahleni.gov.za |
| | | |
| eMalahleni, Mandela Avenue Tel.: (013) 690 6911 | Kriel, Quintin Street Tel.: (017) 648 2241 | Ogies, Hoofweg Tel.: (013) 643 1027 |

18 January 2022

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 Boucher (013 690 6798/6413)

| ITEM DESCRIPTION | QUANTITY |
|--|-------------|
| Soft breathable 3 layer Navy Fabric Face Mask with color, EMBROIDERED Municipal Logo with soft ear loops or tie back around the head. | 1000 |
| Sample of mask must be submitted with quotation. Mask and Logo prices must be quoted on separate line items | |
| NB: SEE OUR SAMPLE ATTACHED | |

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 24/01/2022.**

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.....

Examples

