

	<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
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01 March 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: Mpho (074 660 8451)

ITEM DESCRIPTION	QUANTITY
Partitioning of offices of old supply chain Tender office / Parks storeroom Site inspection is recommended	264m²

The quotation must be submitted on the letterhead of your business, signed and delivered by hand on the box Main Building entrance not later **than 08 March 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.