


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

12 January 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: M Ndou (074 660 8451)

| ITEM DESCRIPTION | QUANTITY |
|---|----------|
| Supply and install lockable hand soap dispenser | 120 |

The quotation must be submitted on the letterhead of your business, signed and uploaded on the municipal website not later **than 19 January 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 from R2 000 to R200 000 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.