

REQUEST FOR QUOTATION

SUPPLIER NAME		TEL.	
DATE:-		ATT:	FAX:

Dear Sir / Madam

Kindly furnish the Matatiele Local Municipality with a written quotation for the supply of the services as detailed below. The quotation must be submitted on the letterhead of your business and can either be faxed or delivered by hand in a sealed envelope and returned to the Supply Chain Office by no later than: **12:00** hours on **24 JANUARY 2024**

The following conditions will apply:

- No Late Submissions will be entertained.
- Prices must be inclusive of VAT and be firm for 30 days
- A firm delivery period must be indicated

Failure to comply with these conditions may invalidate your offer.

DESCRIPTION / SPECIFICATIONS	QTY	UNIT PRICE		PRICE EXCL VAT	
		R	c	R	c
Supply and install x2 door locks for aluminum doors at Mayor's office Supply and install x 4 stainless steel door handles for aluminum doors at Mayor office.	1				
Supply and install x2 stainless steel door locks for aluminum doors at council chambers Fix double door at council chambers.	1				
Supply and install x1 hook lock on aluminum door entrance at Maggie Resha NB: service providers required to view doors before quoting	1				

VAT		
TOTAL INCLUSIVE		

SUPPLIERS REPRESENTATIVE / AUTHORISED SIGNATORY SUPPLIERS STAMP