



102 Main Street,
Matatielle
P.O. Box 35,
Matatielle, 4730
Tel: 039 737 3135
Fax: 039 737 3611

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 **12 October 2022**

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
SUPPLDAY 1. MORNING TEA AND LUNCH FOR COUNCILLORS' PROTOCOL TRAINING AS FOLLOWS: IN THE MORNING VANILLA MUFFINS, CAPPUCCINO MUFFINS, SANDWICHES(VARIETY) , COFFEE, TEA AND 100% JUICE. LUNCH TIME : RICE AND STEAMED BREAD, CHICKEN STEW, BEEF STEW, CREAMED SPINACH BUTTERNUT, BEETROOT, GARLIC COATED POTATOES WITH SOFT DRINKS FOR 70 PEOPLE ON 18 - 19 SEPTEMBER 2022.Y 4FT FLORESCENT TUBE	70				
DAY 2. MORNING AND LUNCH FOR TWO DAYS COUNCILLORS' PROTOCOL TRAINING AS FOLLOWS: IN THE MORNING VANILLA MUFFINS, CAPPUCCINO MUFFINS, SANDWICHES (VARIETY), COFFEE, TEA, 100 % JUICE. LUNCH: PAP AND ROLLS , PORK, BEEF, & SAUSAGE, CHAKALAKA, GREEN SALAD, AND SOFT DRINKS FOR 70 PEOPLE ON THE 18TH - 19TH SEPTEMBER 2022.	70				



102 Main Street,
Matatiele
P.O. Box 35,
Matatiele, 4730
Tel: 039 737 3135
Fax: 039 737 3611

VAT		
TOTAL INCLUSIVE		

SUPPLIERS REPRESENTATIVE / AUTHORISED SIGNATORY SUPPLIERS STAMP