

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 **07 FEBRUARY 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
Provide catering for the 3rd IDP Rep Forum meeting on the 14/03/2024 Rice, Steamed bread, beef, roasted chicken, greek salad, chakalaka, beetroot potato salad and 100% canned juices, the service provider is expected to be at the venue (Maggie Resha Building) by 12:00	100				

VAT		
TOTAL INCLUSIVE		

SUPPLIERS REPRESENTATIVE / AUTHORISED SIGNATORY SUPPLIERS STAMP