

## MATATIELE LOCAL MUNICIPALITY

Tel : 039 737 8197  
Fax : 039 737 3611  
Email : NNgcobo@matatiele.go.za  
Request Number: 5642  
Type Of Goods: Inki  
Department : - Public Safety  
Supply Chain Unit: Demand Management

**Contact : N. NGCOBO**

Date: 26/11/2024

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| <b>Request for Quotations</b> |
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Dear Sir/Madam

**Name of Company :**

Phone Number :  
Fax Number :  
Email Address:

|                           |
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| <b>Special Conditions</b> |
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Kindly furnish me with a written quotation for the supply of goods and 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 Management Section by no later than **09:00:00** on **28/11/2024**.

**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 DELIVER HP 89A BLACK ORIGINAL LASER JET TONER CARTRIDGE (5000 PAGES) | 5   |            |   |                |   |

|                 |  |  |
|-----------------|--|--|
| VAT             |  |  |
| TOTAL INCLUSIVE |  |  |

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SUPPLIERS REPRESENTATIVE / AUTHORISED SIGNATORY SUPPLIERS STAMP