



COMMUNICATIONS UNIT

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Date: 14.12.2015

REQUEST FOR A QUOTATION

Supplier name

Fax number

Telephone number

V.A.T No

PR Number

REF NUMBER

SCM/COMM034

| ITEM NO | Description | Qty | Cost per unit (Excl V.A.T) | Cost per unit (Incl V.A.T) | Total cost incl v.a.t) | Delivery period |
|---------|--|-----|----------------------------|----------------------------|------------------------|-----------------|
| 1 | PA sound(300 guests) with audio mixer, speakers, cd player, 2 x handheld micas and 1 x corded mic for podium with its stand. | | | | | |
| 2 | video coverage and edit according to the length of event .Final edited product on 2 dvd copies. Raw material to be submitted together with edited final version. | | | | | |
| 3 | 2 x 12 by 8 indoor screens | | | | | |

NB:

- 1 Quote is binding and may not be cancelled
- 2 Quote must be prepared on this document
- 3 Prices to be fixed and firm in South African Rands
- 4 Quote must be emailed to the email address provided above
- 5 Indicate items for which you are the sole agent
- 6 Quote must include a single price (including delivery cost & warranties)
- 7 Quote must be valid for 30 days
- 8 Supporting documents are not required
- 9 **Quotation closing date & time: 15 December 2015 (09h00)**