



COMMUNICATIONS UNIT

7th Floor
 41 Margaret Mncadi Avenue, Durban, 4001
 P O Box 5588, Durban, 4000
Tel: 031 311 4827, **Fax:** 031 332 8051
 SCM Comm SCM.Comm@durban.gov.za
Tel: 031 311 4827, **Fax:** 031 332 8051

REQUEST FOR A QUOTATION						
Supplier name						
Fax number						
Telephone number						
V.A.T No						
PR Number						
REF NUMBER		By-laws Workshop				
DATE		01/03/2018				
ITEM NO	Description: Bylaws Workshop Presentation	Qty	Cost per unit (Excl V.A.T)	Cost per unit (Incl V.A.T)	Total cost incl v.a.t)	Delivery period
1	Sound System with 3 roving Mics, 1 coded Mic and 1 Podium Mic. Event Date: 07 March 2018 Venue: City: Tongaat Community Hall No of guest: 200 Time: 10h00 – 14h30	1				
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 and time: 02 March 2018 @ 17h00					