



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@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

SCM/COMM :Mpumalanga Northern Functional Area Plan and the Draft Scheme.

ITEM NO	Description	Qty	Cost per unit (Excl)	Cost per unit (Incl V.A.T)	Total cost incl v.a.t)	Delivery period
1	Requirements : Video : Single quality broadcasting camera and kit. One edited copy and raw copy.	1				
2	Requirements: Sound System:-Laptop, 2 cordless microphones, Audio mixer, powerful speakers and a CD player.	1				
	Event Title:Mpumalanga Northern Functional Area Plan(FAP) and the Draft Scheme. Event Type:Public Meeting. Delivery date: 03/03/2018. Time: 10h00 till 14h00. Set up time 8h00 -9h00. Delivery venue: Magaba Community Hall,197 Shezi Main Road, Mpumalanga A (Mpumalanga Sizakala Centre.)					
	TOTAL					

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:21/02/2018(10h00)**

