



COMMUNICATIONS UNIT

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19.2.2018

REQUEST FOR A QUOTATION

Supplier name

Fax number

Telephone number

V.A.T No

PR Number

REF NUMBER

REF. NAME	Rental/supplying of 20lt Water & cold water stand
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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	Monthly rental of cold/cooler Water Dispenser stand with cupholder on the side for 3 months(April, May June 2018).	1				
2	Supplying of 8X20Lt fresh purified water bottles on monthly basis for 3 months(April, May & June 2018)	24				
TOTALS						

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: 21/2/2018 12:00**

