



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
 19.1.2016

REQUEST FOR A QUOTATION

Supplier name

Fax number

Telephone number

V.A.T No

PR Number

REF NUMBER

SCM/COM/COMM049

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	Printing of Media banners, size 3 x 2 full colour. Delivery date: 21/01/2016, Material: Cloth only artwork: supplied.	2				

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: 20 January 2016 @ 10:30**