



COMMUNICATIONS UNIT

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REQUEST FOR A QUOTATION

Supplier name						
Fax number						
Telephone number						
V.A.T No						
PR Number						
REF NUMBER		White Cane Rally				
DATE						
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 Services: Product: Resource Link Calendars Size: A2 Colour: Full Paper: 120 gsm Delivery Date: 1/02/2018	800				

	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 and time: 29 January 8:00 am					