



COMMUNICATIONS UNIT
 7th Floor
 41 Margaret Mncadi Avenue, Durban, 4001
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 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		SCM /COM334				
DATE		29/06/2016				
ITEM NO	Description: Aids Conference Brochure	Qty	Cost per unit (Excl V.A.T)	Cost per unit (Incl V.A.T)	Total cost incl v.a.t)	Delivery period
1	Print and deliver A4 folded into A5 @128GSM, Gloss full Colour, Double sided. Date of delivery: 06 July 2016 Place: 7 th floor Communications unit Rennies house, Margaret Mncadi Avenue	4000 IsiZulu and 4000 English				
Total	8000					
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: 30June 2016 @ 10h00					