



COMMUNICATIONS UNIT  
 7th Floor  
 41 Margaret Mngadi 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**

<b>Supplier name</b>						
<b>Fax number</b>						
<b>Telephone number</b>						
<b>V.A.T No</b>						
<b>PR Number</b>						
<b>REF NUMBER</b>			<b>Business Empowerment Workshop (Sound)</b>			
<b>DATE</b>			<b>05/11/2018</b>			
<b>ITEM NO</b>	<b>Sound</b>  Service required: -(Sound) Audio mixer, speakers, and 2 x roving mics 1 x cabled mic with its stand for podium, & CD player, Screen projector, Data projector, Laptop, 20m and 10m extension cables & a photographer (photos in a CD).  Date: 08/11/2018 Time: 09:00 to 13:30 Venue: KwaXimba Community Hall	<b>No. of Guest Expected: 100</b>	<b>Cost per unit (Excl V.A.T)</b>	<b>Cost per unit (Incl V.A.T)</b>	<b>Total cost incl v.a.t)</b>	<b>Delivery period</b>
<b>1</b>	Quote is binding and may not be cancelled					
<b>2</b>	Quote must be prepared on this document					
<b>3</b>	Prices to be fixed and firm in South African Rands					
<b>4</b>	Quote must be emailed to the email address provided above					
<b>5</b>	Indicate items for which you are the sole agent					
<b>6</b>	Quote must include a single price (including delivery cost & warranties)					
<b>7</b>	Quote must be valid for 30 days					
<b>8</b>	Supporting documents are not required					
<b>9</b>	<b>Quotation closing date and time: 06/11/2018 @13:30</b>					