



**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@durban.gov.za](mailto:SCM.Comm@durban.gov.za)

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**REQUEST FOR A QUOTATION**

Supplier name

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Fax number

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Telephone number

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V.A.T No

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PR Number

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SCM /  
COMM  
Bulk  
Buying  
Workshop

REF NUMBER

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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	<p>Supply PA sound System, cd player, 4 x cordless microphone, 2x lapel microphones and nice music. Photographer to cover the entire event- all pictures to be loaded on a cd and video coverage for the entire event edited into 2 DVD's and 2 raw for 700 people. 2 camera set up, video mixing with <b>LIVE VIDEO FEED</b>. 2 x projector screens-3m x 3m 2x Projectors 1x laptop and podium mic. Date:26/11/2018. Time: 12h00 to 16h00 Venue: City Hall Auditorium Event: Bulk Buying Workshop</p>	1				

**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: 21/11/2018 16:h00**