



COMMUNICATIONS UNIT

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14/9/2016

REQUEST FOR A QUOTATION

Supplier name

Fax number

Telephone number

V.A.T No

PR Number

REF NUMBER

SCM / COMM372

ITEM NO	Description	Quantity	Cost per unit (Excl V.A.T)	Cost per unit (Incl V.A.T)	Total cost incl v.a.t	Delivery period
1	Hiring of video equipment as follows: BlackMagic Cinema Camera (2.5) EF Mount. Canon EF 17-55mm F/2.8 USM Lens. SSD for BlackMagic Cinema Camera. 800w soft Box Lighting x 3. External Zoom Audio Audio recorder with XLR input. Sanyang 24mm T1.5 (EF Mount) Prime Lense. Required date: 19-21/9/2016 Event title: HR Workshop	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: 15/09/2016 @ 11h00**