



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
 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 / COM 382			
DATE	26/09/2016					
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	Sound System for 300 (Guests)With 2 handheld mics and 1 Coded Mic, audio mixer, cd player, speakers and Generator Stage (6M X 3M) Event Title: Lunch Hour Concert Venue: City Hall Church walk Steps Date: 30 September 2016 Time:12h00 – 14h00	1				
2.		1				
3		1				
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: 27 September 2016 @ 12h00					