



STEVE TSHWETE LOCAL MUNICIPALITY

Your ref. Q18.11.10

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Our ref. Prudence Magutle

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MIDDELBURG, MPUMALANGA
1050

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INVITATION TO QUOTE:

DEPARTMENT: COMMUNICATIONS

Suppliers are hereby invited to submit quotations for the supply of the 2011 diaries.

SPECIFICATIONS:

- Quantity: 100
- Size: A4 Executive diaries.
- Colour : Blue/Black/Burgundy/Green.
- Branding:
 1. Hard cover page with municipal logo and personalization- name and surname.
 2. Engraved or embossed with silver or gold
 3. First page of the diary with a full page photo of the owner.

GENERAL NOTES:

1. Quotations shall remain valid for a period of 30 days from the closing date.
2. Quotations shall be adjudicated according to the procurement policy of the Steve Tshwete Local Municipality.
3. Written quotations from qualifying service providers must be faxed or hand delivered on or before 23 November 2010 at 12:00.
4. A valid tax clearance certificate must accompany the quotation.

For any enquiries, please contact Prudence Magutle at Tel: (013) 249 7053 or Fax: (013) 243 2550.

Yours faithfully

WD FOUCHE
MUNICIPAL MANAGER

