



## LEKWA LOCAL MUNICIPALITY



### REQUEST FOR WRITTEN QUOTATIONS

Kindly furnish me with a written quotation for the supply of the goods/services as detailed below

Qty	Description
1	<p>All in one PC (HP)</p> <ul style="list-style-type: none"><li>• Screen Size: 20in</li><li>• Intel Core i7 Processor</li><li>• RAM: 8GB</li><li>• Hard Drive: 1 TB</li><li>• Touch-Screen</li><li>• Windows 10 Pro</li><li>• Microsoft Office Home/Business 2016 (must include Outlook)</li></ul>

**CLOSING DATE: 24/08/2017 @ 09:00**

The quotation must be submitted on the letterhead of your business and can either be faxed, delivered by hand or e-mailed to

*Bilal Cajee*

*(017) 712 9647 (phone)*

*(086) 430 9566 (fax to email)*

*(082) 303 7516 (cell)*

[bcajee@lekwalm.gov.za](mailto:bcajee@lekwalm.gov.za)

[lekwascm@gmail.com](mailto:lekwascm@gmail.com)

The following conditions will apply:

- **CSD REFERENCE NUMBER MUST BE INDICATED ON THE QUOTATION. NO CSD REF, QUOTE WILL BE REJECTED**
- Supplier MUST be registered on Lekwa Local Municipality Supplier database. If Supplier has not registered on our Database, the registration form can be obtained by emailing the above mentioned addresses.
- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- **Quotations will be considered per item and NOT as a whole.**
- **An 80/20 point system will be used when applicable.** (Prices above R 30 000.00)
- **ALL PRICES MUST INDICATE unit price (ex VAT), discount and delivery date from date of order.**
- **Items must be quoted according to specs**

- The Municipality reserves the right to not accept a quotation if ANY of the above mentioned conditions are not adhered to.

Failure to comply with these conditions may invalidate your offer.

Yours faithfully  
Bilal Cajee