

**UMASIPALA  
WASOLUNDI**

**" The City of Heritage "**



**ULUNDI  
MUNICIPALITY**

QUOTE NO 09/2012/2013

**REQUEST FOR FORMAL WRITTEN QUOTATIONS**

Bids are hereby invited from suppliers registered on the Ulundi Municipality supplier database for the supply and delivery of **Refreshments** as detailed in the specification.

The quotation must be submitted on the letterhead of your enterprise in a sealed envelope clearly indicating the quote number addressed to reach us by not later **2 August 2012 before 12:00**

Tel. 035 874 5221      Fax. 035 874 5206

**NB: ONLY THE FAXED QUOTATION ARE ACCEPTED.**

Supply Chain Management Unit, Ulundi Municipality, Cnr. Princess Magogo Str. And King Zwelithini Str.

The following conditions will apply:

- Prices quoted must be valid for at least thirty (30) days from the date of your offer.
- Prices quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- A valid original tax clearance certificate must be supplied with the quotation.
- NB: No quotations will be considered from persons in the service of the state.
- Failure to comply with these conditions may invalidate your offer.
- The Ulundi Municipality reserves the right to accept the quote in whole or in part.

## SPECIFICATION

### 1. Catering for 35councillors per meeting

#### Menu

- Tea /coffee
- 100% Fruit Juice
- Mixed sandwiches

Venue: Council Chamber

Delivery Time: 15:00

#### Meetings are scheduled as follows:

NO	DATE	TIME
9 <sup>th</sup> meeting	30/01/2013	15:00
10 <sup>th</sup> meeting	27/02/2013	15:00
11 <sup>th</sup> meeting	20/03/2013	15:00
13 <sup>th</sup> meeting	24/04/2013	15:00
14 <sup>th</sup> meeting	29/05/2013	15:00
15 <sup>th</sup> meeting	19/06/2013	15:00

APPROVED BY   
MUNICIPAL MANANGER

DATE 24/07/2012