



**UMZIMVUBU**  
— LOCAL MUNICIPALITY —

Person dealing with this matter: Mr. Lwana

Date: 05 AUGUST 2013

**Request for Quotation**

The Umzimvubu Local Municipality invites interested service providers to provide us with quotation  
**TO SUPPLY AND DELIVER STATIONERY FOR INFRASTRUCTURE & PLANNING.**

Closing Date for submissions is 14/08/2013 @12:00

For any enquiries & specification, please contact Supply Chain Management Office @ tell:  
039 255 8555.

***NB: NO QUOTATION(S) WILL BE CONSIDERED FROM PERSON(S) IN THE SERVICE OF THE STATE. AND SUBMISSION ARE TO BE MADE AT SCM OFFICE, BBBEE VERIFICATION CERTIFICATE MUST BE ATTACHED AND A VALID TAX CLEARANCE CERTIFICATE.***

  
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Mr. GPT Nota

Municipal Manager



**UMZIMVUBU**  
LOCAL MUNICIPALITY

**MEMORANDUM**

PERSON DEALING WITH THE MATTER: S.P NTONGA

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**TO :** Supply Chain Management Unit  
**FROM :** Manager-Infrastructure and Planning  
**DATE :** 07 August 2013  
**FILE NO. :** 6/1/2/1/1/5  
**SUBJECT :** Request for Stationery  
**VOTE :** Printing and Stationery (300275)

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**Dear Sir**

We hereby request our stationery for Planning Section as follows:

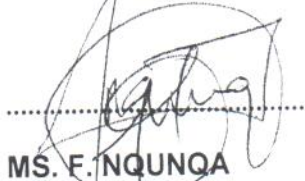
- A4 Arch Lever files X 10 boxes
- 128A Black X 5
- Counter books 3quire X 5
- CB 540A X 10
- USB 2g X5
- 126 CE 310A X 10
- CE 311A X 10
- CE 312A x 10
- CE 313A X10
- CF 210A X 10
- CF 211A X10

813 Main Street, Mount Frere  
P/Bag 9020, Mt Frere, 5090  
T. 039 255 0166| F. 039 255 0167  
E. nqunqa.fundiswa@umzimvubu.gov.za

- CF 312 A X 10
- CF 313 A X10

Hoping you will find the above in order.

Yours in service delivery

A handwritten signature in black ink, appearing to be 'F. Nqunqa', is written over a horizontal dotted line. The signature is somewhat stylized and overlaps the line.

**MS. F. NQUNQA**  
**ADMIN-OFFICER: INFRA & PLANNING**