

NALA LOCAL MUNICIPALITY

FOR ENQUIRIES PLEASE SPEAK TO

AMashiya (SCM)

aseseng@nala.org.za

Our ref:

Your ref:



ALL COMMUNICATIONS TO BE
ADDRESSED TO THE
MUNICIPAL MANAGER

Tel: +27(0) 56 514 9200

Fax: +27(0) 56 515 3922

Fax: 086 459 5758 (South Africa Only)

Email: aseseng@nala.org.za

Private Bag

X 15

BOTHAVILLE

9660

REQUEST FOR QUOTATION

INVITATION FOR A FORMAL QUOTATION FOR THE SUPPLY OF GOODS AND SERVICES

DESCRIPTION OF GOODS / SERVICES (e.g. PEN)	SPECIFICATION e.g (Parker, Black ink, Fine ball point)	QTY	UNIT PRICE	TOTAL PRICE
STATIONERY FOR STORES				
SCISSORS	ECONOMY 21CM	10		
SCISSORS	STAEDTLER 210MM	10		
BINDERS	FROSTED SHEETS CLEAR 100 PACK 180MIC 210X297MM	20		
ENVELOPES C4	BROWN ENVELOPES 324MM-229MM BOXES	20		
PEN HOLDER	PEN HOLDER STAND	20		
SELLOTAPE	SELLOTAPE CLEAR 24MMX50	20		
MARKER	ARTLINE C70 PERMANENT MARKER BLACK	20		
	PRITT	20		
ENVELOPES	ENVELOPES C3 BROWN BOXES	20		
CALCULATOR	MEDIUM SHARP CALCULATOR	20		
	FILE DIVIDERS PRINTED PACK	20		
PUNCH	2 HOLE KANGAROO PUNCH 800	20		
PENS	BLACK CRYSTAL PENS BOXES	5		
	TIPPEX	20		
	MESSAGE PAD 100 SHEETS 5 PADS/PACK	20		
	BOSTIK	20		
	METALPENCIL SHARPNER 1 HOLE	20		
PENS	RED CRYSTAL PENS BOXES	3		
STAPLER	SMALL STAPLER 26/6 BOXES	20		
STAPLES	STAPLES 26/6 BOX	20		
FILES	ARCH LEVER FILES BOXES	300		
	PENCIL SHARPNER 2 HOLE	20		
STAPLER	HEAVY DUTY KANGAROO HD-23 S17	20		
A4 BOOK	2 QUIRE FEINT/MARGIN 192 PG- 5 PACK	20		
FILE	FILE FASTENERS METAL 30MM BOXES	20		
HIGHLIGHTERS	MIX COLOURS HIGHLIGHTERS PACK	20		
	WIRE MESH LETTER TRAY-3TIER	5		
	A4 POCKET FILE 50 PAGE	10		