



ANNEXURE A

REQUEST FOR QUOTATION

Ref: LGB 26/06/2022/23RFQ

Dear Sir / Madam

REQUEST FOR WRITTEN QUOTATION

Kindly furnish me with a written quotation for the **Laptops package** as detailed in the enclosed schedule.

Due to Covid-19 the quotation must be submitted on the letterhead of your business via email to the quotations@lgb.co.za not later than **13 July 2022 @11h00** or deposited into tender box at: 8 Hans van Rensburg Street, Polokwane.

The following conditions will apply:

- Price(s) quoted must be valid for at least ninety (90) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT if registered for VAT.
- Price(s) must be inclusive of supply and delivery of the products
- SBD Forms 4, 6.1, 8 and 9
- Par 2.11.1 of SBD 4 must be declared (Please declare all companies owned by the Directors)
- Price may be negotiated with the winning bidder.
- Supply must be SITA contract 740 accredited under Limpopo Province.
- Supply must claim B-BBEE points for quotations above R30000.00 by completing SBD 6.1 and accompany by Sworn affidavit or B-BBEE certificate.
- Quotation will be evaluated on the basis of the Preferential Procurement thresholds and compliant with the specification.
- Company tax status must be strictly compliant on the CSD.

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

Mr Molele Mokgethwa
SUPPLY CHAIN OFFICER