



Harare  
Institute of  
Technology

*Success through innovation*

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## REQUEST FOR QUOTATION

**TO:** Suppliers of Office Furniture

**CLOSING DATE** 29 June 2018

**DATE:** 20 June 2018

**CLOSING TIME:** 16.30pm

**RETURN QUOTATION TO:** BUYING UNIT

**CONTACT PERSON:** Mrs W Tinonetsana

**DELIVERY PERIOD:** ASAP

ITEM NUMBER	DESCRIPTION ( Please give full specification)	QUANTITY
1	4 – drawer suspension file cabinet	1

### INSTRUCTIONS AND CONDITIONS

1. Submit proof of registration with the State Procurement Board in the specified category
2. Submit Valid Tax Clearance
3. State delivery period
4. Payment is after delivery
5. Delivery point is Harare Institute of Technology
6. Quotations must be submitted in sealed envelopes.