

Main Campus
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REQUEST FOR QUOTATION

TO: Printing Suppliers	CLOSING DATE:	10.09.2018
DATE: 04.09.2018	CLOSING TIME	1630 hours
RETURN QUOTATION TO: BUYING UNIT	CONTACT PERSON:	M. Maraire
	DELIVERY PERIOD:	14 Days.

ITEM NUMBER	DESCRIPTION (Please give full specification)	QUANTITY
1	UNDERGRADUATE ACADEMIC BULLETIN	2500 and 5000
	<ul style="list-style-type: none"> • Cover page • 292 inside pages • 200 gsm Cover page, • 115 gsm paper inside pages • cover page: QUOTATION REQUIRED FOR BOTH MATTE FINISH AND GLOSS FINISH • finish should perfect binding 	<ul style="list-style-type: none"> • QUOTATION REQUIRED FOR 2500 COPIES AND 5000 COPIES
	<ul style="list-style-type: none"> • SAMPLES REQUIRED BEFORE PRINTING 	

NB. 4 QUOTATIONS SHOULD BE ATTACHED AS FOLLOWS:

2500 COPIES TO QUOTE ON GLOSS AND MATTE

5000 COPIES TO QUOTE ON GLOSS AND MATTE

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.