



COMMUNICATIONS UNIT

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REQUEST FOR A QUOTATION

Supplier Name	
Fax Number	
Telephone Number	
V.A.T No	
Pr Number	
Ref Number	2018 SOCA Online Live Streaming
DATE	29 May 2018
Description of Goods / Services	Provision of online live streaming for the 2018 State of the City Address (SOCA) & Budget Speech. Platform: Social Media Resolution: HD, 16:9 Capabilities: Multiple syndication to YouTube & Facebook Service: 2 Hours live streaming on 31 May 2018

	Venue: Durban City Hall Equipment provision: 2 cameras, vision mixer, lighting, own Wi-Fi, laptop & appropriate software.
Quantity	2-hour service
Delivery date	1 day (31 May 2018)
Cost per unit (Excl V.A.T)	
Cost per unit (Incl V.A.T)	
Total cost (Incl V.A.T)	
Delivery period	

PLEASE NOTE

1. Quote is binding and may not be cancelled
2. Quote must be prepared on this document
3. Prices to be fixed and firm in South African Rands
4. Quote must be emailed to the email address provided above
5. Indicate items for which you are the sole agent
6. Quote must include a single price (including delivery cost & warranties)
7. Quote must be valid for 30 days
8. Supporting documents are not required
9. Quotation closing date and time: 30/05/2018 @10:00