



Main Campus
15015 Ganges Road
Belvedere
Harare
Zimbabwe

Telephone: +263 4 741422 - 36
Website: www.hit.ac.zw

REQUEST FOR QUOTATION

TO: OFFICE STATIONERY, DATE STAMPS & RUBBER Co
DATE: 30 January 2019
RETURN QUOTATION TO: BUYING UNIT

CLOSING DATE: 15 Feb 2019
CLOSING TIME: 1600
CONTACT PERSON: J Mashoko
DELIVERY PERIOD:

ITEM NUMBER	DESCRIPTION (Please give full specification)	QUANTITY
1	Date stamp;	1
	TYPE; Trodat ; Self inking; Printy 4727	
	Shape – Oval	
	Engraved; Harare Institute of Technology Clinic	
	Student Affairs Dept ; P.O Box 277 BE Belvedere, HRE	
	Other specifications To be given to winner of the order	
	A sample will be requested	

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.