



Harare
Institute of
Technology

Main Campus
15015 Ganges Road
Belvedere
Harare
Zimbabwe

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

REQUEST FOR QUOTATION

TO:- Suppliers of Design and Printing

CLOSING DATE:- 21 September 2018

DATE:- 20 September 2018

CLOSING TIME:- 1600 hours

RETURN QUOTATION TO: BUYING UNIT

CONTACT PERSON:- Madyagwayi L

DELIVERY PERIOD:- 2 Days

| ITEM NUMBER | DESCRIPTION (Please give full specification) | QUANTITY |
|-------------|---|----------|
| 01 | Design and printing of Conference PVC Banner 2 X 5 metres With 20 Eyelids | 01 |
| 02 | Design and printing of A4 Folder | 100 |
| 03 | Branded parker pens | 20 |
| 04 | Branded Golf T-Shirts | 20 |
| 05 | Branded Caps | 20 |

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.