**: REQUEST FOR QUOTATIONS**

**From Haki centre Organisation**

**Tudor, Mombasa.**

|  |  |  |
| --- | --- | --- |
| Sign |  | Date : 14/02/2022 |
| Quotation Reference No. GD04 | Quotation date : 14/02/2022 | Closing date : 25/02/2022 |

Your quotation(s) are invited for the under mentioned articles, they should be VAT Inclusive. Completed Quotation Forms enclosed in plain sealed envelopes bearing the quotation number and validity period of the quote should be sent to **Haki centre organisation.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Item | Description | Unit of Purchase | Quantity | Unit Price | Total Price | Delivery period |
| Office Furniture | Executive chair | pcs | 1 |  |  |  |
| Office Furniture | Low back mesh chairs | pcs | 3 |  |  |  |
| Office Furniture | Visitors bench | pcs | 1 |  |  |  |
| Office Furniture | Visitors Chairs | pcs | 5 |  |  |  |
| Office Furniture | Conference table -10 people | pcs | 1 |  |  |  |
| Office Furniture | Lockable cabinets | pcs | 3 |  |  |  |
|  | **Total** |  |  |  |  |  |

I/We hereby quote the above price(s) for the article(s) enumerated in this form and certify that these can be supplied within the period stated above.

|  |  |  |  |
| --- | --- | --- | --- |
| Seller’s Name and Address | Sign and rubber stamped | Name and designation | Date |