



**HSRC**  
Human Sciences  
Research Council

# REQUEST FOR PURCHASING OF GOODS AND SERVICES

HSRC SCM 1

JOB ID:	RFQ:	
PO No:	DEV:	BEE:

## A. PARTICULARS OF A CLIENT

PROGRAMME UNIT:

AISA PUBLICATIONS

LOCATION:

PTA x	DURBAN	PE	CAPE TOWN	SWEETWATERS
GOODS		SERVICES		

TELEPHONE NO.: 0123169762

FAX NO.:

## B. DESCRIPTION OF GOODS AND SERVICES TO BE PURCHASED

PROJECT NO	GL ACC NO	DESCRIPTION	QUANTITY
QBBBBB	343000	To request a printer for the China_SA Training Workshop bags	80
		Size: 38(W) by 41(L)	
		Print one side in full colour	
		Material: 80gsm, non woven	

ASSET DISPOSAL PLAN - AS PER CONTRACT AGREEMENT	ESTIMATED PROJECT DURATION	COMMENCE DATE
		END DATE

## Evaluation Criteria

Services/goods evaluated on functionality

Yes

No

Minimum threshold

%

Criteria	Weight

REQUESTED BY (print name):

Mmakwena Chipu

DATE:

SIGNATURE:

EXPECTED DELIVERY

DATE:

(VAT inclusive)

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NAME ( PRINT ):

TEL. EXT NO:

SIGNATURE:

DATE :

APPROVED BY