



Dalxis Road, Tel: +252 617 336 244,
 Email: wis@windle.org, **Kismayo**

Dear Sir/ Madam,

Kindly provide a quotation for the below Goods/Services:

Original

PURCHASE QUOTATION

Document No: **523** Document Date: **07.10.24**
 Quotation Valid Until: **31.12.24** Closing Time:
 Supplier Name: **Open Tender**

Your Reference:

Project: **Ehnacing Durable Solution Through Teacher Training.**

Description	Package Unit	Required Qty.	Price	Tax %	Total	Make/ Brand	Max. Delivery
1 Desktop chairs and tables-branded with 2 logos - sample photo attached	Pcs	40					

Procurement and supply of all in-one desktops, desks, desktop station and PCV water tank Based On Purchase Request 339.

Total Before Tax:

Total Tax Amount:

Total Amount:

Strictly use our template. Include your Company stamp .Scan and mail to same email as received.

Terms and Conditions;

1. Goods/Service should be delivered to our offices immediately LPO/CPO within the stipulated time period
2. All deliveries should be accompanied by a delivery note and invoice and a signed and filled CPO/LPO
3. Your prices must be valid for atleast 90 days and include VAT or relevant levies where applicable
4. Credit Period is 90 days
5. Only responses within the timelines shall be considered.

Requisitioned By:

Date:

Position:

Farhiya Muhumed

07/10/2024

Procurement Officer

CHECKLIST	
1. WIS Template Filled RFQ.	
2. Maximum Delivery Period	

Do not send RFQs via this email account. Please note this email is ONLY for clarification or queries, email: wisomprocurement@windle.org