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Reference No. CACH-T-2016-369:

Date: 29th April 2016.

RE: **RFQ for motor bike repair parts**

Caritas's Switzerland is seeking for quotation for the supply of the below listed construction materials.

This is a formal invitation to your company to submit a quotation on a letter head to Caritas's Switzerland attention either through e-mail or in a sealed envelope cleared marked with the above reference number.

No.	QTY	UNIT	Item Description
1	2	Pieces	Front tyre for Honda XR motorbike
2	2	Pieces	Rear tyre for Honda XR motorbike
3	2	Pieces	Front tube for Honda XR motorbike
4	2	Pieces	Rear tube for Honda XR motorbike
5	2	Pieces	Battery for Honda XR motorbike
6	4	Bottles	Engine Oil (petrol)
7	2	Bottles	Brake fluid

All for the repair of a Honda XR 125 cc motor bike.

Kindly provide the following information on your quotation.

- a) Delivery terms
- b) Payment terms
- c) Payment method
- d) Quotation validity

NOTE: This inquiry implies no obligation on the part of Caritas Switzerland (buyer). Caritas reserves the right to reject any or all quotations and/or to accept the most attractive offer. This is NOT an order.