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Reference No. CACH-T-2016-348:

Date: 27th 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.

| Item No. | Description | Unit | Qty | To be filled in by the supplier | |
|----------|---------------------|-------|-----|---------------------------------|--------------|
| | | | | Unit price in USD | Total in USD |
| 1 | Engine Oil (petrol) | Piece | 3 | | |
| 2 | Clutch cable | Piece | 1 | | |
| 3 | Tube | Piece | 3 | | |
| 4 | Foot pressure pump | Piece | 1 | | |
| 5 | Spark plug | Piece | 2 | | |

All for the repair of a Honda 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.

Thanks

Lasuba Stephen