

**MAKHADO MUNICIPALITY  
QUOTE NO. MAK000070/2012**

**QUOTATION: THE DESIGN, LAYOUT, PRINTING AND BINDING OF THE  
2012/13-2016/17 INTERGRATED DEVELOPMENT PLAN**

Suitable potential service providers are hereby invited to submit written quotations for **The Design, Layout, Printing and Binding of the 2012/13-2016/17**

**The specifications for the design, layout, printing and Binding of the 2012/13-2016/17 IDP Document:**

1. Design, Layout, Printing and Binding of 300 X A5 IDP Documents approximately 250 pages thick
2. To be printed full colour throughout the document
3. To be printed on size A5 mongani gloss paper, back to back
4. Cover page to be 250 gsm mongani gloss
5. Inner pages to be 150 gsm mongani gloss
6. Insertion of full colour pictures and images, graphs and maps (to be provided by the municipality)
7. Perfectly bounded and sowed inner pages and cover
8. Burn to CD-Rom 10X Electronic copies
9. Proof reading for general spelling errors

**REQUIREMENTS**

- **Original valid Tax Clearance Certificate**
- **A certified copy of Company Registration Certificate**
- **Certified copy/copies of company owner(s) ID Book(s)**
- **BBBEE Certificate**

Quotations must be as follows:

1. be signed by an authorized person of the supplier
2. be on an original letter head of the company/enterprise
3. be valid for a period of sixty (60) days from the closing date
4. clearly indicate the price charged vat inclusive
5. be accompanied by an original valid SARS Tax Clearance Certificate.
6. be accompanied by fully completed MBD 6.1 obtainable from the municipality or can be downloaded from municipal website [www.makhado.gov.za](http://www.makhado.gov.za).

Fully priced and signed quotations must be sealed in an envelope clearly marked quote number “**MAK000070/2012**” & description “**THE DESIGN, LAYOUT, PRINTING AND BINDING OF THE 2012/13-2016/17 INTERGRATED DEVELOPMENT PLAN**” and be deposited in the tender box at the foyer of the Civic Centre at the physical address reflected below by no later than **12H00 of 08 JUNE 2012**

Quotations received will be assessed in accordance with the Municipal Supply Chain Management Regulations, 2005 read with Council’s Supply Chain Management Policy and 80/20 points scoring will be used. Preference points will be allocated according to BBBEE rating.

**Please Note:**

1. No quotation by facsimile or by e-mail will be accepted.
2. Enquiries in this regard must be directed to **Mr Mokoena Katlego** only at telephone number **015 519 3026** during office hours.

3. Council reserves the right not to accept lowest or any quotation or to accept part of a quotation only.
4. Admin enquiries can be directed to **Ms TP Ntsieni or Ms EN Nefolovhodwe** at **015 519 3129/3179**

Civic Centre  
83 Krogh Street  
LOUIS TRICHARDT  
0920

**Notice no : 61/2012**  
**File no : 8/3/2/1**

**EL MUGARI**  
**ACTING MUNICIPAL MANAGER**