

MAKHADO MUNICIPALITY

QUOTE NO. MAK82/2016/2017

DESCRIPTION: PRINTING, SUPPLY AND DELIVERY OF MAKHADO ANNUAL REPORTS 2015/2016

All interested service providers are hereby invited to submit written quotations for the **Printing, Supply and Delivery of Makhado Annual Reports 2015/2016**

SPECIFICATION

1. 100 Copies X Printing of the Annual Report - 100 A4.

Binding : perfect Binding

128g Gloss paper Ink Black and White

Number of pages: 193 pages

2. 100 copies X Summary of the Annual Report –A5

Cover Page: 250g paper colour one side + uv,

: 128g paper Ink Black and White

Number of pages: 10-15 pages

Requirements

- **Valid Tax Compliance Status Pin Issued**
- **Copy of Company Registration Certificate**
- **Certified Copy/Copies of Company Owner(s) ID Books**
- **Certified BBBEE Certificate**
- **Copy of CSD Summary Report**
- **Proof of Latest Payment of Municipal Services/ Account or Lease Agreement or Letter from Traditional Authority**

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. be accompanied by an original valid SARS Tax Clearance Certificate.
5. be accompanied by fully completed MBD 6.1 and MBD 4 obtainable from the municipality or can be downloaded from municipal website www.makhado.gov.za.

Fully priced and signed quotations must be sealed in an envelope clearly marked quote number **“MAK82/2016-2017”** & description **“PRINTING, SUPPLY AND DELIVERY OF MAKHADO ANNUAL REPORTS 2015/2016 ”** 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 03 MARCH 2017**

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 SHILENGE R R** at telephone number **071 346 4791** 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 Ntsieni TP, Ms Sibisi SIN** or **Mr Ramabulana M** at **015 519 3129/3179/3171/3024**

Civic Centre
83 Krogh Street
LOUIS TRICHARDT
0920

Notice 37/2017
File no: 8/3/2/1
M J KANWENDO
ACTING MUNICIPAL MANAGER