

HEAD OFFICE

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ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

Enquires: Mabote JN

Reference: 8/1/1:LED & P-001

13 July 2015

Molemole municipality is hereby inviting quotations from service providers who are listed on MLM's database for printing IDP and annual report booklets according to the following specification:

IDP Booklets:

- Quantity: 300 booklets.
- Size : A4.
- Cover page: 250g paper color one side + uv, 128g gloss paper ink black and white
- Binding: Perfect binding
- 128g gloss paper ink black and white
- Binding: Perfect binding
- Number of pages: 165.

ANNUAL REPORT Booklets:

- Quantity: 300 booklets.
- Size : A4.
- Cover page: 250g paper color one side + uv, 128g gloss paper ink black and white
- Binding: Perfect binding
- 128g gloss paper ink black and white
- Binding: Perfect binding
- Number of pages: 201.

The following documentation should accompany your quotations:

- a) Company registration certificate
- b) An original valid Tax clearance certificate
- c) Completed declaration form (downloadable on municipal website)
- d) An original or certified copy of valid B-BBEE certificate

The following conditions will apply:

- Quotation must be on an official letterhead of the company Price(s) quoted must be valid for at least thirty (30) days from the date of this offer;
- Price (s) must be firm and inclusive of VAT , if applicable
- Be registered on MLM's supplier database
- Incomplete quotations will be disqualified
- Payment will be effected within 30 days of receipt of invoice.
- Quotations will be evaluated on 80/20 preference point system. Whereas 80 points will be for price and 20 for preference as per PPPFA of 2000, BBBEEA of 2003 and preferential procurement regulation of 2001.

Kindly direct all technical enquiries to Ms. Modisha N at 015 501 0243 between 08:00 and 16:00. All quotations should be submitted at Mogwadi Municipal Tender Box by the latest 21<sup>st</sup> July 2015 at 11:00, clearly marked **PRINTING OF IDP AND ANNUAL REPORT**. No quotation will be accepted after the closing date.

Molemole municipality reserves the right to accept any quotation.

  
Mr. MAKHURA NI  
MUNICIPAL MANAGER

Vision: A developmental people driven organization that serves its people"

Mission: To provide essential and sustainable services in an efficient and effective manner.