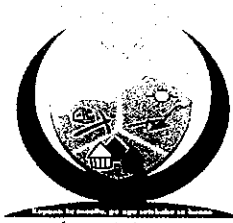


**HEAD OFFICE**

303 Church Street  
Private Bag X 44  
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Telephone: (015) 501 0243/4  
Fax no : (015) 501 0419  
E-mail: info@molemole.gov.za



**Molemole Municipality**

**MOREBENG BRANCH OFFICE**

25 Cnr. Roets & Viviers Street  
MOREBENG 0810  
Telephone : (015) 397 4333 / (015) 397 4327  
Fax no : (015) 397 4334

[www.molemole.gov.za](http://www.molemole.gov.za)

ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

**Enquiries: Jimmy M**

**Ref.: 8/1/1:mm01**

5 August 2014

**CALL FOR QUOTATION FROM SERVICE PROVIDERS FOR DESIGN AND PRINTING**

Molemole Municipality is hereby inviting quotations from prospective service providers for designing and printing of the following:

Municipal Newsletter for FOUR QUARTERS of the 2014/2015 financial year as per the specification below:

- **Size** A4 Newsletter
- **Quantity** Three thousand (3000)
- **Number of pages** ±20 x A4 pages
- **Inside:** Print full colour on both sides of 150GSM paper;
- **Cover:** Print full colour on both sides of 250GSM paper;
- **Binding:** Saddle Stich

Twenty years of Freedom publication as per specification:

- **Size** A5
- **Quantity** One thousand (1000)
- **Number of pages** 20 pages
- **Inside** Full colour on both sides of 150GSM paper
- **Cover** Full colour on both sides of 250GSM paper
- **Binding** Saddle stich/Glue as appropriate

The following documentation should accompany the quotations:

- a) Company Registration certificate
- b) A valid Tax clearance certificate
- c) BBB-EE Certificate
- d) Declaration of interest (Downloadable from [www.molemole.gov.za](http://www.molemole.gov.za))

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

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



**The following conditions will apply:**

- Service Providers will be required to make the publication digitally available (Soft Copy)
- 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
- A firm delivery date must be indicated. Delivery to be done at Mogwadi office.
- Quotations will be evaluated on functionality and on 80/20 preference point system. Whereas 80 points will be for price points and 20 for preference as per PPPFA of 2000, BBBEEA of 2003 and preferential procurement regulation of 2001.

**Functionality=25 points**

Minimum qualification score is 20 points.

<b>Company Experience</b>	<b>20 points</b>
5 points per project :4 projects=20 points <i>(Please attach order or appointment letter)</i>	
<b>Sample: Newsletter or Similar</b>	<b>5 Points</b>
<b>Attached sample:</b> Very good=5 Good=4 Poor=2 No attachment=0  <i>(Sample be a product or be traceable to the service provider)</i>	

For any specification enquiries please contact Ms. Morongwa Pholoba on 015 501 0243/4 during office hours. All quotations should be submitted to Mogwadi Municipal Tender Box by no later than 11 August 2014, 12H00 midday, clearly marked **Design and Printing of Newsletter** as well as **Design and Printing of Twenty Years of Freedom Publication**. No quotation will be accepted after the deadline date and time. Quotations not accompanied by specified documents will not be considered. Emailed or faxed quotations will not be considered.

Molemole Municipality is not bound to accept the lowest quotation.

  
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**MAKHURA N.I**  
**MUNICIPAL MANAGER**

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