

HEAD OFFICE

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

ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

Enquiries: **Ralephenya T.D**

Reference: **MM: 8/1/1/14**

04 June 2019

**CALL FOR QUOTATIONS FROM SERVICE PROVIDERS WHO REGISTERED ON THE CENTRAL SUPPLIERS DATABASE FOR THE DESIGN, PRINTING AND DELIVERY OF MOLEMOLE BRANDED ITEMS AS PER THE SPECIFICATION BELOW:**

Description	Quantity
<ul style="list-style-type: none"><li>• 100 Page A5 Notepad printed on 80gsm paper with</li><li>• Black leather Outer cover and</li><li>• <u>Embossed</u> Municipal Logo</li></ul>	150
<ul style="list-style-type: none"><li>• A3 fold to A4 File Folder, printed one sided in</li><li>• Full colour on <u>300gsm glossy paper</u></li></ul>	100

**N.B: All graphic work to be done by the appointed Service Provider, Communications will supply images and any additional information.**

**The following documentation should be attached to the quotations:**

- a) Central Supplier Database (CSD) summary report( last verified between the date of advert and the closing date)
- b) A fully completed and signed declaration of interest form which is downloadable from [www.molemole.gov.za](http://www.molemole.gov.za)
- c) A fully completed and signed MBD 9 form also downloadable from [www.molemole.gov.za](http://www.molemole.gov.za)
- d) Include in the quotation, the Master Registration Number or Tax compliance status pin [or recent printed copy of tax clearance certificate]
- e) Certified **COPY** BBBEE certificate (to claim preference points. Failure to submit does not disqualify the bidder but will lead to forfeiture of the preference points)

**N.B. Failure to attach the above documents will disqualify the bidder from further evaluation**

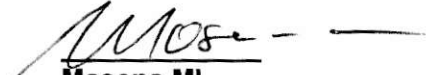
**The following conditions will apply:**

- a) Quotations must be on an official letterhead of the company.
- b) Price(s) quoted must be valid for fourteen (14) days from the date of this offer.
- c) Incomplete quotations will be disqualified from further evaluation.
- d) Payment will be effected within 30 days of receipt of invoice, and
- e) Quotations will be evaluated on 80/20 preference point system. Whereas 80 points will be for price and 20 will be for preference as per PPPFA of 2000, BBBEEA of 2003 and Preferential Procurement Regulations of 2001.

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

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

Kindly direct all technical enquiries to **Ms Pholoba M at 015 501 2364** between 08:00 and 16:30. All quotations should be submitted at Mogwadi municipal Tender Box, no 303 Church Street Mogwadi 0715, by the **12 June 2019 at 11:00**, clearly marking "**SUPPLY AND DELIVERY OF MOLEMOLE BRANDED ITEMS**". No quotations will be accepted after the closing date. Molemole municipality reserves the right to accept any quotations.



**Mosena ML**  
**Municipal Manager**  
MM: 8/1/1/14

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