

HEAD OFFICE

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MOGWADI 0715
Telephone: (015) 501 0243/4
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E-mail: info@molemole.gov.za



MOREBENG BRANCH OFFICE

25 Cnr. Roets & Viviers Street
MOREBENG 0810
Telephone : (015) 397 4333 / (015) 397 4327
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www.molemole.gov.za

ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

Enquiries: Mabote N.J

Reference: 8/1/1:mm02

17 August 2015

RE-ADVERTISEMENT

Molemole Local Municipality is hereby inviting proposals / quotations from prospective service providers for the printing of IDP and Annual report according to the following specification:

IDP Booklets:

- Quantity: 150 booklets
- Size: A4
- Cover page: 250g paper color one side + uv, 128g gloss paper ink blank and white
- Binding: Perfect binding
- 128g gloss paper ink black and white
- Binding: Perfect binding
- Number of pages: 201

ANNUAL REPORT Booklets:

- Quantity: 150 booklets
- Size: A4
- Cover page: 250g paper color one side + uv, 128g gloss paper ink blank 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 BBBEE certificate (if applicable)

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;
- Delivery must be made within 14 days. Failure to deliver within 14 day may result in the municipality cancelling its order.
- Payment will be effected within 30 days of receipt of invoice.

Vision: A developmental people driven organization that serves its people

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



EVALUATION CRITERIA

The bid will be evaluated based on:

- **Functionality = 25 points**
- **Minimum Qualifying Score = 65%**

| | |
|---|------------------|
| Company Experience | 20 Points |
| 5 Points per project: 4 projects = 20 points (Please attach order or appointment letter) | |
| Sample | 5 Points |
| Attach sample: One document <ul style="list-style-type: none"> • Poor = 1 • Average = 2 • Good = 3 • Very good = 4 • Excellent = 5 | |

- **Preference point system, (80/20).** 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 Mr. Morokolo M.J at 015 501 0243 between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal Tender Box by the latest 25 August 2015 at 12:00, clearly marked **PRINTING IDP & ANNUAL REPORT BOOKLETS**. No quotation will be accepted after the closing date. Molemole municipality reserves the right to accept any quotation.



Mr. Masipa DM
ACTING MUNICIPAL MANAGER

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