

HEAD OFFICE

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Molemole Municipality

MOREBENG BRANCH OFFICE

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MOREBENG 0810
Telephone : (015) 501 2371
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www.molemole.gov.za

ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

Enquiries: Mabote NJ

Ref: 8/1/1:6 LEDP

02 December 2016

REQUEST FOR QUOTATION

Molemole municipality is hereby inviting quotations from prospective service providers who are registered on the Central Supplier Database (CSD) for the printing of IDP booklets according to the following specification:

IDP Booklets:

- Quantity : 200 booklets;
- Size : A4;
- Cover Page : 250g paper color one side +uv, 128g 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 be attached to the quotations:

- a) The recently updated supplier registration summary report (CSD report);
- b) An original or certified valid B-BBEE certificate;
- c) Minimum of 2 orders/ appointment letters for a similar project;
- d) A fully completed and signed declaration of interest form which is downloadable from www.molemole.gov.za;
- e) A fully completed and signed MBD 9 form also downloadable from www.molemole.gov.za;

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 30days of receipt of invoice;
- 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 regulation 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 **Mr. Morokolo M. J** at **015 501 239** between 08:00 and 16:00. All quotations should be submitted at Mogwadi Municipal Tender Box by the latest **12th December 2016** at **11:00**, clearly marked "**PRINTING OF IDP BOOKLETS**". No quotation will be accepted after the closing date.

Molemole municipality reserves the right to accept any quotation.



MR M MAKHURA
MUNICIPAL MANAGER

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