



LEJWELEPUTSWA

DISTRICT MUNICIPALITY

Office of the District Municipal Manager

Cnr. Jan Hofmeyer & Tempest Road
P.O. Box 2163
WELKOM
9460
Tel: (057) 353 3094/5/8/9
Fax: (057) 353 3382

REQUEST FOR QUOTATIONS:

RFQ NO: 118/01/2012

Lejweleputswa district hereby invites quotations from reputable service providers to design, lay-out and print all branding materials as indicated below.

Terms of reference:

- Pull-up banners: Full colour print: size: 850 x 2150mm finishing to be made in hard PVC with a stand-supplied in a bag X 5.
- Wall banners-full colour print size: 2.25m x 2.25 m, fold with print attached to frame with PVC supplied in a bag X 2.
- Pop up banners- Full colour with Lejweleputswa municipality name and logo X 5
- Double sided Roll up Banner: 850mm x 2000mm X 5.
- Double sided display Banners- 2m, with fiberglass or aluminum rods & outdoor spikes X 5.
- Umbrellas, digital or screen printed onto waterproof canvas, frame & skin supplied as a single unit with carry bag - 2.25 m X 5.
- Gazebos, digital or screen printed onto waterproof canvas, frame & skin supplied as a single unit with carry bag & toolkit, 2.5m x 2.5m X 3.
- The service provider must come to Lejweleputswa district Municipality to discuss the concept and design of the banners.
- Lejweleputswa will provide with the logo.
- The quotation must be followed by the samples of the banners with designs approval prior to going to print.

Quotations must be submitted on the letterhead of your business and be hand delivered to the attention of Me. Khali Njobe
Supply Chain Management Unit
Lejweleputswa District Municipality
CNR Tempest & Jan Hofmeyer, WELKOM

The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer
- Price(s) quoted must be firm and inclusive of VAT
- A firm delivery period must be indicated.
- This quotation will be evaluated in terms of the 80/20 preference point system in terms of the Supply Chain Management Policy, and this purpose the MBD1, MBD2, MBD 3.1. OR MBD 3.2. , MBD4, MBD 5, MBD6 and MBD 8 must be collected from

the above-mentioned person, and be scrutinized, completed and submitted together with your quotation.

- The successful service provider will be the one scoring the highest points.

NB: No late quotations will be accepted

Enquiries to be directed to : Cecilia at 057 353 3094

Closing Date: 17 January 2012 @ 16H00

Mr Tumelo Makofane
Acting Municipal Manager

