



**GOVERNANCE
Communications Unit**

7th Floor, Rennies House,
41 Margaret Mncadi Avenue, Durban, 4001
PO Box 5588, Durban, 4000
Tel: 031 311 4827, Fax 031 332 8051
www.durban.gov.za

**ETHEKWINI MUNICIPALITY
Request for Quotations**

Date: 20/10/2016

ENQUIRY NUMBER: 2016-17/ 065

PRINTING AND SUPPLY DURBAN WORKING BOOKLET

The Communications Unit invites eligible and accredited service providers to submit written and detailed quotations for the following services:

ESTIMATED QUANTITY	DESCRIPTION / SPECIFICATIONS	UNIT COST (incl vat)	TOTAL COST (incl vat)	DELIVERY DATE
6,000	EThekweni Municipality is looking for a qualified and experienced service provider to provide the following: Printing of Durban Working Booklet <ul style="list-style-type: none">• Size : A5• Colours : High Gloss full colour• Finishing : 250 gsm cover and 135 gsm paper. Double sided (English and Zulu) in one copy and stapled.• Number of pages : 38 inclusive of self-cover			04 November 2016
	ARTWORK WILL BE PROVIDED BY THE COMMUNICATIONS UNIT	TOTAL COST :-		
	<u>NAME OF COMPANY</u>	<u>PR NUMBER</u>		

The submission must include the following:

- I. Valid Tax Clearance certificate
- II. BBBEE certificate
- III. Declaration of Municipal Fees
- IV. Declaration of Interest (MBD 4)
- V. Certificate of Independent Bid (MBD 9)
- VI. Declaration certificate for local production and content (MBD 6.2)

After the submission of quotations, shortlisted candidates will be contacted via telephone. If you have not been contacted, consider your application as unsuccessful.

Sealed quotations, marked “**ENQUIRY NUMBER: 2016-17/ 065, PRINTING AND SUPPLY OF DURBAN WORKING BOOKLET**” must be placed in the quotation box located in the Reception Area, 7th Floor; Rennie's House; 41 Margaret Mncadi Avenue Street; Durban (not any other Municipal Department) by no later than **16h00 on Wednesday, 26 October 2016.**

Enquiries:

Zanele Njapha – 031 311 4828 Zanele.Njapha@durban.gov.za

Mandla Nsele – 031 311 4801 Mandla.Nsele@durban.gov.za

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(Vote Allocation: BSU –)

PLEASE NOTE THAT YOU ARE NOW REQUIRED TO REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) FOR ALL SPHERES OF GOVERNMENT.

ACCESS THE CSD SITE ON: WWW.CSD.GOV.ZA