



VHEMBE DISTRICT MUNICIPALITY

REQUEST FOR QUOTATIONS

PRINTING, BINDING LAYOUT AND DESIGN OF THE 2014/15 ANNUAL REPORT AND 2016/17 SDBIP

QUOTATION NUMBER: RFQ/VDM/MM/12/05/2016/01

Quotations are hereby invited from service provider for the printing, binding layout and design of the 2014/15 Annual report and 2016/17 SDBIP.

Quotation documents will be available on the **30th May 2016** and can be obtained on a non-refundable amount of **R80.00** per bid document at cashier's office, Ground Floor, Vhembe District Municipality offices.

Compulsory briefing session will be held on the **02nd June 2016** at the entrance of Vhembe District Municipality at **10h30**.

The following information should be included in the quotation:

- Original Tax Clearance Certificate
- Copy of Company registration Certificate
- Proof of purchased tender document receipt
- Certified Copy of ID Document
- Proof that the bidder municipal business account or any of the director's of the company municipal account is not in arrears (N.B. Municipal clearance not older than three month).
- Valid certified BBBEE Verification Certificate

N.B. All service providers/ bidders are requested to pre-number and initial their documents before submission.

No bid will be accepted from person in the service of state

NB: Quotations for the above should be enclosed in an envelope marked, "printing, binding layout and design of the 2014/15 Annual report and 2016/17 SDBIP."

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must be placed in the bid box situated next to the entrance of Vhembe District Municipality 's offices not later than **07th June 2016 at 12H00**, where after the quotations will be opened for public in the Municipal offices.

Quotations may also be posted to the Private Bag X5006, Thohoyandou, 0950 to reach before the above-mentioned time and date. The municipality will not be responsible for quotation not received or received late by mail.

Administrative enquiries may be directed to the Supply Chain Practitioners of Vhembe District Municipality at (015) 960 2000 or at (015) 960 2075 while Technical enquiries may be directed to Manager PMS: Tshikovha C at (015) 960 2000 during office hours

Mr Ngoepe N.A

ACTING MUNICIPAL MANAGER