



MKHAMBATHINI LOCAL MUNICIPALITY

REQUEST FOR QUOTATION

Advert Date 18 October 2019

The Mkhambathini Municipality invites eligible and accredited service providers to submit written quotations for supply and delivery of 2020 Diaries & Calendars to the Municipality.

Below is the specification for Diaries and Calendars required:

21 X A4 Diaries

07 X A5 Diaries

Specification: Hard cover diary. Printed in full colour & gloss laminated on one sided only, with 14 page insert (on first pages of the diary) printed in full colour on 128gsm Gloss & inserted into diary

1500 Wall Calendars A1

Specification: Printed in full colour on one side only, on 200gsm gloss. Finishing : Rimmed on top and bottom, with a hook to hang

NB: The service provider will have to submit a minimum of 3 layout samples of all requested products to be submitted with quote for approval before final printing.

Quotations with the valid tax clearance certificate i.e CK1, all MBD forms to be filled BBBEE Certificate and Central supplier database registration confirmation sealed in an envelope marked with Supply and Delivery of 2020 Diaries & Calendars, must be deposited during office hours, 08H00 to 16H15, Monday to Friday in the Tender Box of Mkhambathini Local Municipality, 18 Old main Road, Camperdown, 3720, on or before **25 October 2019.**

For more information, please contact SCM officer on (031) 785 9338

Late and Faxed quotations will not be accepted.

Z.M Mdlazi

Acting Municipal Manager