

17 Herriem Street
Marshalltown

DESIGN LAYOUT AND EDITING OF A BUSINESS PLAN

P O Box 61542
Marshalltown 2107
Tel : (011) 686-1400 Fax : (011) 688-1556

INITIATING DEPARTMENT	INITIATOR
Marketing & Communications	Seipati Nyawuza
QUOTATION REFERENCE	COLLECTIVE NO.
JW000108FF	
QUOTATION REQUESTED FROM	

REQUEST FOR QUOTATION

QUOTATIONS WILL BE EVALUATED ON THE 80/20 POINT SCORING SYSTEM.80 POINTS WILL BE ALLOCATED TO PRICE AND THE REMAINING 20 POINTS WILL BE ALLOCATED FOR BBEE AND PREFERENTIAL PROCUREMENT ALL SUPPLIERS RESPONDING TO QUOTATIONS SHOULD BE REGISTERED ON CENTRAL SUPPLIER DATABASE(CSD)

SCMU CONTACT :FRITZ FRAUENDORF ...FAX 011 688 1556.....

TELEPHONE :...011...688 1410 ...fax 086 517 7979.....

FOR INFORMATION CONTACT:
TEL: 011 688 1502
CELL:



Johannesburg Water

QUOTATION DATE

PAGE NO.
CLOSING DATE AND TIME
19.05.2020 12:00
Date of Issue
13.05.2020
VALIDITY
: DAYS

ITEM NO.	DESCRIPTION	BRAND NAME OFFERED	UOM	QTY REQUIRED	PRICE QUOTED EXCL. OF V.A.T.	DIS
	Service providers are invited to submit quotations for the following:					
	Design and layout			1		
	Design, layout, editing of the approximately 54 pages A4 size (including cover and back page) of the drought management plan taking into account the JW's corporate identity					
	Service providers to factor in three (5) drafts for comments and amendments					
	JW will be responsible for the final sign-off of the document					
	A hard copy and soft copy should be provided to JW for final approval (the artwork will remain property of JW)					
	Relevant illustrative images and stock images may be purchased and will be approved by JW. JW will also provide relevant images.					
	Editing					
	Editing and proof reading of the content to ensure consistency of language, style, and appropriate use of language					
	Printing				20	
	210gsm Back and front cover - hardcover laminated gloss finish					
	Binding and packaging - perfect bound and section sewn wrapped					
	Delivery to one address in Johannesburg					
	Project timelines will be discussed with the successful bidder					
	Only service providers who specializes in artistic design should quote and they will be required to produce samples of previous similar work done as part of the evaluation process					

OFFICIAL STAMP		SUPPLIER DETAILS	
AUTHORISED BY:		AUTHORISED BY:	
SIGNATURE:		SIGNATURE:	
DATE:		DATE:	

1. QUOTATIONS RECEIVED AFTER CLOSE OF BUSINESS ON THE CLOSING DATE WILL NOT BE ACCEPTED.
2. QUOTATIONS WITHOUT BRAND NAMES WHERE REQUIRED WILL NOT BE ACCEPTED
3. PRICES QUOTED MUST BE AS PER THE UNIT INDICATED AND BE EXCLUDED OF VAT
4. QUOTATIONS WITHOUT THE SUPPLIER'S AUTHORISED SIGNATURE WILL NOT BE ACCEPTED.
5. ACCEPTANCE OF A QUOTATION WILL BE SUBJECT TO JOHANNESBURG WATER'S SUPPLY CHAIN POLICY

