

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



PAGE NO.	
CLOSING DATE AND TIME	
31-Jan-19	16:00
Date of Issue	
24 January 2019	
VALIDITY	
: DAYS	

INITIATING DEPARTMENT	INITIATOR
HUMAN RESOURCES-OHS	Madumetja Chueu
QUOTATION REFERENCE	COLLECTIVE NO.
	JWRFQPM301
QUOTATION REQUESTED FROM	

JWRFQPM301 - PRINTING OF OHS ANNUAL REPORT

REQUEST FOR QUOTATION

QUOTATION DATE

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 BBBEE AND PREFERENTIAL PROCUREMENT
 ALL SUPPLIERS RESPONDING TO QUOTATIONS SHOULD BE REGISTERED ON CENTRAL SUPPLIER DATABASE(CSD)
 JW Contact Person: Paul Mabatane Mangoale

ITEM NO.	DESCRIPTION	DESCRIPTION OF ITEM 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					
	Design, layout , editing of the pages of the Safety Annual report, taking into account the JW's corporate identity			500		
	Service providers to factor in two (2) drafts for sign off					
	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)					
	Editing					
	Editing and proof reading of the content to ensure consistency of language, style, and appropriate use of language					
	A4 size - cover and back page and , 24 pages . Relevant illustrative images can be incorporated by the service provider. Logos will be provided by JW					
	Printing					
	A4 full colour (40 pages)					
	Back a d front cover - hardcover laminated gloss finish					
	Binding and packaging - perfect bound and section sewn wrapped					
	Delivery to one address in Johannesburg					
	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	CONDITIONS
		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