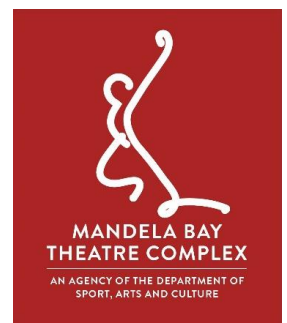


REQUEST FOR QUOTATION (RFQ)

OPENING DATE	14/07/2023
CLOSING DATE AND TIME	21/07/2023 @11h00
QUOTATION NUMBER	MBTC-SCM/31/23
TELEPHONE	041 586 2256
E-mail	buyani@mandelabaytheatre.co.za
ENQUIRIES	Buyani Molefe
SUPPLIER DETAILS	
NAME OF SUPPLIER	
CONTACT PERSON	
TELEPHONE	
EMAIL ADDRESS	
ADDRESS	
THE UNDERNEATH SPECIAL CONDITIONS ARE TO BE ADHERED TO, FAILURE TO COMPLY WILL RESULT IN IMMEDIATE DISQUALIFICATION.	
SPECIAL CONDITIONS:	a) It is COMPULSORY for the suppliers to complete the MBTC RFQ forms and to attach valid quotations of the company with a letterhead. b) The price must be V.A.T. inclusive. c) Price must include delivery. d) Supplier to adhere to the closing date and time of the quotation request. e) Quotation must be valid for a period of 30 days. f) Supplier must break down the prices when quoting. g) Complete the attached SBD 4 & SBD 6.1 h) Evaluation criteria: 80/20 i) Please attach your BEE Certificate & Tax Clearance Certificate with verification pin. j) No prepayment/upfront payment will be paid by Mandela Bay Theatre Complex. Quotations can be e-mailed back to: buyani@mandelabaytheatre.co.za k) For hand delivery: 68 Cape Road, Gqeberha Att. Mr Buyani Molefe Please provide the CSD Supplier number: <u>MAAA</u>



REQUEST FOR QUOTATION (RFQ)

SPECIFICATION				
No.	Description: Editing, proofreading, design, layout and printing services of the Annual Report	Quantity	Unit Price	Total Price
1.	Design and Layout of the Annual Report	1		
2.	Editing, proofreading, design, layout and printing - Design and Layout - Language editing and proof reading - Proof reading and final document - Size A4 - Portrait - Paper cover 300gsm art - Paper inner 135gsm gloss art - Cover page printed in colour, matt laminated and spot raised UV varnish - Saddle stitched - Packaging shrink wrapped and packed in boxes	100 pages		
3.	Printing and delivery of 100 pages Annual Report	80 copies		
4.	Delivery to: Mandela Bay Theatre Complex, 68 Cape Road, Mill Park, Gqeberha Contact Person for Technical Enquiries: Ms Xoliswa Ncoko Contact email : xoliswa@mandelabytheatre.co.za			
Total				
<u>VAT (only if VAT registered)</u>				
<u>Total Price incl/excl Vat</u>				

QUOTATION REQUEST

1. Is the Price Firm.....Yes/No
2. Is the Delivery Firm.....Yes/No
3. Is the offer strictly to specification if No state deviation?

Signature.....

Company Stamp and Date