

TENDER SPECIFICATION: APPOINTMENT OF OFFICIAL PRINTER FOR HIGH SECURITY DOCUMENTS

1. INTRODUCTION

Autopax Passenger Services (SOC) Ltd intends appointing a service provider for the printing of high security ticket books.

2. SCOPE

The key considerations include:

- a reputable, registered accredited security printing factory/facility
- The use of approved security document design software
- Secure printing, packing and distribution of all documents
- Secure onsite storage and warehousing of undelivered stock in specifically demarcated secure storage areas in the factory and distribution points
- Transportation and delivery of documents with a courier approved to carry security documents and in accordance with approved security arrangements

3. PRINTING REQUIREMENTS & MINIMUM SECURITY FEATURES INCLUDE:

- Application of Multifuge Ink and unique security background patterns
- Penetrating and/or Crash Exploding numbering on all documents
- Use of Holograms on all tickets
- Use of security paper where appropriate
- Use of multi-colour paper with horizontal and/or vertical perforations
- Printing of pre-numbered multi-copy ticket documents bound & stitched in booklets

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- Packaging in pre-determined quantities per box
- Labeling of all boxes and delivery in sequential order to designated office in Pretoria

4. QUALITY REQUIREMENTS

The successful bidder shall:

- Provide a high quality product as per specifications & signed off proofs
- Cover the cost of all printing errors & documents not meeting required standards
- Adhere to all delivery dates and schedules
- Provide secure onsite storage of all undelivered stock
- Comply with all necessary security measures to safeguard stock until delivery
- Be fully accountable and provide a full inventory of all undelivered stock on request
- Recommend & introduce additional cost-effective security features
- Inspection of the printing facility may be required before awarding the contract to the successful bidder.

5. EVALUATION CRITERIA

MANDATORY REQUIREMENTS

If the bidder fails to submit the following mandatory documents, the bidder will be automatically disqualified.

Item	Description	Required documents
1	Printing and Secure Storage facilities	Attach pictures of the printing and secure storage facilities.
2	Experience	Attach company profile detailing the number of years in the security printing industry and examples of types of security documents printed.
3	Security Printing Accreditation	Confirmation letter/certificate of accreditation to print security documents.