PROPOSALS FOR PRINTING & DELIVERY OF K53 BOOKS FOR LICENCING CENTERS AT SEDIBENG DISTRICT MUNICIPALITY
BID NO: 8/2/4/5-2012

Purpose:

The purpose is to request proposals for the appointment of a Printing Company to print of K53 books for all licensing centers at Sedibeng District Municipality.

Background:

The Licensing Department utilizes forms and testing sheets that are unique and are composed of serial numbers and other special features on the K53 books. Any shortage or delay in their acquisition affects service delivery. The K53 books are unfortunately not supplied by the Government Printing Works. The specialized nature and uniqueness of these books requires the service from service providers who are meticulous and accurate in their printing.

Scope of work/Deliverables

Due to the background Sedibeng District Municipality is looking to appoint qualified suppliers to print licensing books as specified on the table below. Samples are attached on the documents to serve as design per required type of book.

DESCRIPTION OF PRODUCTS/ SERVICES	UNIT OF MEASURE	QUANTITY
REQUEST FOR PRINTING OF K53 DRIVER LICENCE TEST REPORTS: **CODE A1 & A X 80 BOOKS** **CODE B X 650 BOOKS** **CODE C & C1 X 900 BOOKS** **CODE EC X 450 BOOKS** **CODE EB X 25 BOOKS** **SPECIFICATIONS OF THESE LEGISLATIVE PRESCRIBED DOCUMENTS ARE AS FOLLOWS:** a) A4 portrait outlay b) 50 reports per book c) Triplicate self carbonized copies d) First two copies perforated e) Sequential coded serial numbered in RED f) Abbreviations printed on reverse of 2nd copy g) Hard back cover with extended soft cover to serve as divider h) Binding tape in RED colour on which the relevant serial Numbers must be recorded.	**50 REPORTS PER BOOK**	**2105 BOOKS**

ENGLISH ONLY *** SERIAL NUMBERS** **CODE A1 & A (SDB000001 – SDB040000)** **CODE B (SDB005001 – SDB037500)** **CODE C1 & C (SDB005001 – SDB050000)** **CODE CE1 & EC (SDB000001 – SDB022500)** **CODE EB (SDB000001 – SDB001250)**		

BID EVALUATION:

The evaluation criteria will consist of two sections, as follows:

1ST STAGE	FUNCTIONALITY TOTAL SCORE : 100%
2ND STAGE	PRICE = 80
	B-BBEE = 20

Note: Bidders are required to submit original or certified copies of B-BBEE Status Level Verification Certificate together with their bids to substantiate their B-BBEE rating claims; and

A trust, consortium or joint venture must submit a consolidated B-BBEE Status Level Verification Certificate together with their bids.

Please note the following:

- Bidders are requested to submit as part of proposal printed samples of all different type of K 53 Driver License reports as per attached documents,
- Short listed bidders will be required to submit sample of one book each per type of book requested to the Project Manager at a set date.