

Ref No: 740.17.5 Specification List **Page** 1 of 2 **Approved by:** Council **Issue Date**: 12/03/2015



SPECIFICATION LIST:	P15/25 Print	Business name/ stamp
	Supply and deliver office printing services like bulk copies, binding, etc.	
	for the college	
VENUE:	All campuses	
Delivery date:	As-and-when	Vendor number

- ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED
- OFFER TO BE VALID FOR 120 DAYS FROM THE CLOSING DATE OF BID
- IN CASES WHERE DIFFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE SPECIFICATION LIST MUST BE SUBMITTED FOR EACH DELIVERY POINT
- If the offer does not comply with the specifications, clearly indicate deviations

Please give as much information as possible on the item - it assist in the comparison of the quotes as well as the evaluation

	ITEM DESCRIPTION:	Qty	Brand / Model	Country of origin	Size	Material (wood, plastic, glass, aluminum, etc.)	Capacity	Guarantee (if any)	Colour	Price per item	TOTAL PRICE IN RSA CURRENCY *(all applicable taxes incl)
	BLACK AND WHITE										
1	Copies - B/W , p/p, A4, on white paper	100									
2	Binding										
	6mm, 15 sheets	1									
	8mm, 30 sheets	1									
	10mm, 50 sheets	1									
	11mm, 70 sheets	1									
	12mm, 90 sheets	1									
	14mm, 110 sheets	1									
	16mm, 130 sheets	1									

	ITEM DESCRIPTION:	Qty	Brand / Model	Country of origin	Size	Material (wood, plastic, glass, aluminum, etc.)	Capacity	Guarantee (if any)	Colour	Price per item	TOTAL PRICE IN RSA CURRENCY *(all applicable taxes incl)	
	20mm, 150 sheets	1										
	22mm, 170 sheets	1										
	25mm, 200 sheets	1										
3	Copies - B/W , p/p, A4, on coloured paper	50										
	COLOUR											
	Copies - <i>Colour</i> , p/p, A4 on white paper	100										
5	Copies - <i>Colour</i> , p/p, A4 on coloured paper											
	OTHER											
6	Clear Sheets for front cover, A4	20										
7	Hard board for back cover, A4	20										
8	Binding cost - Labour / 100 copies											
6	Delivery cost											
	CONFIRMATION THAT INFORMATION CAN BE SUBMITTED TO THE SUPPLIER IN SOFT COPY FORMAT YES NO											
									GRAND TOTAL:			
								VAT:				
									AMOUNT:			