



REQUEST FOR QUOTATIONS

The Mpumalanga Legislature will be conducting “Taking the Legislature to the People” programme on the 07-11 September 2015. The event will be held within the Nkomazi Local Municipality.

T-shirts and Decor are the areas of services required for the event and the specifications are as follows:

T-shirts

No. of T-shirts: 6000
 Sizes: 500 S, 500 M, 500 XXL, 2 500 L, 2 000 XL
 Description: 145 gram
 Colour: Gold
 Type: Round neck
 Branding: The t-shirts must be printed with Legislature logo with the wording “Taking the Legislature to the People”

Décor

Item	Description	QTY
1	Chamber Chamber chair covers - 4 days Chamber table cloths - 4 days Chamber white chair covers - 4 days Chamber spot lights - 4 days	36 22 100 6
2	Holding room Couches, coffee table & Centre mat - 4 days	3
3	Members lounge Chair covers - 4 days Tablecloths for round tables - 4 days Tablecloths for square tables - 4 day	100 10 9

Preference will be given to service providers in the following order:

1. Nkomazi Local Municipality
2. Ehlanzeni District Municipality
3. Mpumalanga Province
4. Other Provinces within the RSA.

Kindly note that the shortlisted service providers will be subjected to vetting and any other relevant assessment and/ or evaluation. Closing date for submission of quotations is 24 August 2015 at 14h00. Quotations should be submitted at Vakasha building Number 3A, Government Boulevard, Riverside Park, Nelspruit, 1200

For further enquiries please contact Supply Chain Management offices at (013) 766 1416/1109