

**RFQ: 17January2020/Marketing Material**

**Production of Marketing Material for ASSAf, Quest and SAYAS**

6 branded tablecloths

1 design and production of executive pull-up banner

**SPECIFICATIONS**

-2 ASSAf logo branded tablecloths

Size: For table sized 1830mm wide x 760mm deep x 740mm high - the table cloth must hang to the floor

Blue background, white print logo

-3 SAYAS logo branded tablecloths

Size: For table sized 1830mm wide x 760mm deep x 740mm high - the table cloth must hang to the floor

Blue background, white print logo

-1 Quest branded tablecloth

Size: For table sized 1830mm wide x 760mm deep x 740mm high - the table cloth must hang to the floor

Full colour

- Copy and production of executive pull-up banner

(See example)

Deadline for Quotes: **27 January 2020**

Deadline for delivery: **14 February 2020**

All technical queries may be directed to Henriette Wagener at [communications@assaf.org.za](mailto:communications@assaf.org.za)

All SCM queries may be directed to Ms Lebo Makgae at [lebo@assaf.org.za](mailto:lebo@assaf.org.za)

**EVALUATION CRITERIA**

The evaluation criteria will be based on compliance, specifications and where applicable 80/20 PPPFA price point's evaluation

**SUPPORTING DOCUMENTATION**

- Original/Certified B-BBEE status level verification certificate/Sworn affidavit must be submitted in order to qualify for preference points for B-BBEE)
- Must be tax compliant.
- Quotations must reflect a cost breakdown where applicable. Prices quoted must be inclusive of VAT. In case of a Non-Vat Vendor please indicate so.
- ASSAf has the right to withdraw any quotation at any time within the validity of the quotation. ASSAf will not award the contract to any bidder who does not comply with the terms and conditions of the bidding document and will at its own discretion appoint next qualifying supplier.