



**RFQ : 27/08/2018SAYAS**

**SPECIFICATIONS**

**DESIGN AND LAYOUT**

**Food Security Symposium**

**Proceedings Report**

**Deliverable – PDF for WEB**

Size: A5

EST: 31 670 words/124 pp + Cover

- Concept, design, and development of report cover
- Graphic design and layout of content
- Supply of all stock photography
- Redraw of graphics/diagrams
- Supply of 2X colour proof sets

Deadline for Quotes: **30 August 2018**

Deadline for delivery: **TBC**

All technical queries may be directed to Ms Patricia Scholtz at [patsy@assaf.org.za](mailto:patsy@assaf.org.za)

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## **EVALUATION CRITERIA**

The evaluation criteria will be based on compliance, specifications, price and where applicable the B-BBEE price point'

## **SUPPORTING DOCUMENTATION**

- 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.