



**Enterprise iLembe is the Economic Development Agency of the iLembe District Municipality, responsible for Trade & Investment Promotion and Local Economic Development for the region**

## **CALL FOR QUOTATIONS (04/06/2021)**

### **DESIGN OF THE ENTERPRISE ILEMBE ANNUAL REPORT**

Enterprise iLembe invites quotations from suitably qualified and experienced service providers preferably from within the iLembe District for the design and layout) of the 2018/2019 and 2019/2020 Annual Report. The quotation must include the following;

- ☐ Design & Layout
- ☐ Electronic version (website and emailing compatible)

**Compulsory: All quotations to be accompanied with sample design options.**

Interested service providers are requested to obtain a more detailed description of specifications from Pearl Mkhwanazi via email [pearl@enterpriseilembe.co.za](mailto:pearl@enterpriseilembe.co.za)

Proposals/ Quotations must be accompanied by the following documents:

- Valid TCS Pin issued by SARS (compulsory)
- Proof of residence (i.e a Utility Bill, Signed Lease Agreement or Signed Councillor Letter) (compulsory)
- Central Suppliers Database Registration Report (compulsory). (This report will be available on the CSD Website once you have registered on the Central Suppliers Database)
- B-BBEE Status Level Certificate (if you have)
- MBD 4 – Declaration of Interest Form (Compulsory).
- Company Profile detailing the number of year's experience in design and Layout of similar guides
- A proposed design and layout sample (cover and interior) (Compulsory)
- Company registration document (compulsory)
- Proof banking details/ Bank Statement (compulsory)

Please e-mail your proposal to [siyabongasi@enterpriseilembe.co.za](mailto:siyabongasi@enterpriseilembe.co.za) on or before the closing date i.e. **Monday, 14 June 2021; 12h00.**

**Ms. C Peters**  
**Acting Chief Executive Officer**