

SPECIFICATION

DESIGN AND SUPPLY OF NOTEPAD AND ORIENTATION MANUAL				
No.	Item Description	Quantities	Unit price	Total
1.	A5 Notepad (Cover design with full college colours, gloss cover, perfect binding, 80-100 pages)	3500		
2.	A6 Booklet (Cover design with full college colours, gloss cover, saddle stitch binding, 55-60 pages) Content: The first 6 pages of the booklet will have the college information that will be provide to the awarded service provider)	1000		
<i>NB: The awarded service provider will be required to make a presentation to the college on the sample of notepad and the booklet</i>				
			Subtotal	R
			VAT @ 15%	R
			Grand Total	R

Please note: Suppliers must use the above format on their quotation.