



14/02/2024

## MAKHUDUTHAMAGA LOCAL MUNICIPALITY

**Service Providers are invited to provide the quotation for the below mentioned project:**  
mobile HQ photography studio services and production of digital faces of council

<b>Specification: Quotation no :LIM473/COMMUNICATION/23/24/049</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Total Price</b>
<b>1.Mobile HQ Studio Photography</b>  <u>Specification:</u> <ul style="list-style-type: none"> <li>✓ Studio setup at desired venue within the municipality</li> <li>✓ 4x Godox lighting desing and window sunlight blockers</li> <li>✓ Shooting and captuting of up to 70 people (32mb)</li> <li>✓ Delivery of high-quality photographs (at least 3 photos each( which is 210)</li> <li>✓ 2 Backgrounds: White and light-gray effect background creation with lighting And light brown background.</li> </ul> <b>2. Production of Digital Presentation of Council Composition</b> <u>Specification:</u> <ul style="list-style-type: none"> <li>✓ Creative design according to municipal Corporate Idendity style</li> <li>✓ Creative presentation of Council members and their responsibilities</li> <li>✓ Video packaging using Adobe Pro CC, animation and transisions required</li> <li>✓ File formatting in to (H.264) for WhatsApp, Facebook, Youtube</li> </ul>			
<b>TOTAL</b>			

**Closing Date: 21 February 2024 @ 12H00.**

Completed and signed quotation must **be sealed in an envelopes and marked with relevant quotation number and project description** and be deposited in tender box at **Municipal tender box** at Makhuduthamaga Local Municipality Offices in Jane Furse before the closing date and time.

The Municipality shall evaluate quotations in accordance with the Preferential Procurement Policy Framework Act.5/2000 and revised procurement regulation with effect 16 January 2023 and **80/20 points system where 80 points are for the price and 20 points for Municipal specific goals** (according to the said legislation)

Specific goals are as follows:

NO	DESIGNATED GROUP	SPECIFIC GOALS (20 POINTS)
1	Black People	4
2	Youth	4
3	Women	2
4	Small,Medium and Micro Enterprises (SMMEs)	4
5	People with disability(attach doctors evidence)	2
6	Enterprises located in rural areas	4

Returnable Documents:

Official Quotation

Proof of Municipal rates or Affidavit confirming municipal rates and taxes

Declaration of Interest Form downloadable from [www.makhuduthamaga.gov.za](http://www.makhuduthamaga.gov.za). Under forms Full CSD Report

SCM Unit: 013 265 8639/07- Mr Mothapo K.J ..... 

Communication Unit: 013 265 8609 - Mr. Mashabela T.J..... 