

PRINTING SERVICES BID QUESTIONS AND ANSWERS

Bid description: A panel of five printing service providers for a period of 60 months.

Bid number: NRF/SAASTA SAP/35/2024-25

1. **Certificates** (page 29 of the bid document) - Printed four process colours one side only and trimmed to size all certificates are personalized, sorted by school and province and inserted into envelopes.

Q Must we supply envelopes and must the envelopes be printed addresses or do you supply labels?

A What we mean is this: You sort the certificates by school, (separate the schools with a divider of some sorts (e.g. different colour paper or card board) and province. Then each province into a separate envelope or box (depending on the number of certificates in that province for that specific competition)

Q Full colour will appear bleached out on uncoated paper may we use matt paper?

A Yes, matt should be fine.

2. **Olympiad papers** (page 30 of the bid document)

Q 8 Different papers of different colours 3-7 x A3 pages, self-cover (double sided, printed both sides), each max 28 a4 pages once folded?

A Yes folded to A4

Q Saddle stitched 4. Paper: 80gsm is it bond or matt or gloss paper?

A Bond

Q Colour: four different colour papers, does the design and print of ink determine the colour the paper

A There are four different papers, but in two different languages, hence 8 papers. Four of the papers will be printed on plain white bond, with a colour block only on the front page e.g. green. The same paper, but in the second language, will then be printed on green bond paper. This is to distinguish between the two languages.

Q Print run 75 000 is it per type or 9375 per type x 8?

A 9375 per type x 8