



## UMHLABUYALINGANA MUNICIPALITY

Postal: Private Bag X901, Kwa-Ngwanase, 3973  
Tel: +27 35 592 0665 • +27 35 592 0680  
Fax: + 27 35 592 0672

### ADVERTISEMENT

**REQ16223**

### REQUEST FOR: PROCUREMENT OF PROMOTIONAL ITEMS

DESCRIPTION	QTY
BRANDED BALL POINTS- BLACK	1500
A4 BRANDED EXECUTIVE DIARIES	160
A5 BRANDED DIARIES	200
A4 BRANDED FOLDER	300
A5 BRANDED HARD COVER NOTE BOOKS	300
A4 BRANDED HARD COVER NOTE BOOKS	70
DESIGN, PRINT, DELIVERING 2026 CALENDER A1 SIZE FULL COLOR WITH PICTURES OF UMHLABUYALINGANA MUNICIPALITY PROJECT	300
DESIGN, PRINT, DELIVERING 2026 CALENDER A2 SIZE FULL COLOR WITH PICTURES OF UMHLABUYALINGANA MUNICIPALITY PROJECT	500
DESIGN, PRINT AND DELIVERING 2026 CALENDER A3 SIZE FULL COLOR WITH FACES OF MAYOR, DEPUTY MAYOR, SPEAKER AND MUNICIPALITY MANAGER	1500

Kindly deposit your quotations together with the MBD forms in the tender box situated next to the reception at uMhlabuyalingana Municipality, R22 Manguzi main road, KwaNgwanase 3973 not later than 28/11/2025 at 12h00, marked **REQ16223**

All Quotations will be evaluated on the basis 80:20-point system as stipulated in the preferential procurement policy framework (2022) and the Municipality's Supply Chain Management policy and procedures.

Bidders are encouraged to submit all specific goals documents namely: **Proof of Residence, Doctors Letter/Medical Certificate (DISABILITY); Certified Copy Of ID and CSD Report.**

**NP MKHABELA**

Signed electronically

**MRS NP MKHABELA  
CHIEF FINANCIAL OFFICER**

**DATE: 20/11/2025**

- MISSION : "Creating an enabling environment and sustainable development which promotes quality of life."
- VISION : To be a people centered premier socio-economic development and environmentally friendly service delivery municipality.



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