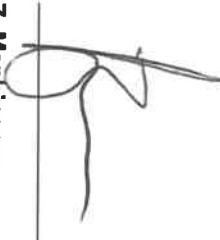


SCHEDULE OF QUESTIONS AND ANSWERS

BV943/2022 – PRINTING, FOLDING AND DISTRIBUTION OF MUNICIPAL ACCOUNTS AND NEWSLETTERS FOR THE PERIOD ENDING 30 JUNE 2025

NUMBER	QUESTION	ANSWER
1.	Will the Statement stationery be 1 colour black or full colour CMYK (will you want the logo or any other part of the account to be printed in colour)?	The statement is full colour with the logo printed in Colour. Please see attached sample
2.	Will the DL Envelopes be printed 1 colour black or other colour(s)?	The envelope is in black and white with the logo also black and white.
3.	Newsletters – this will be across three Languages – English, Afrikaans and Xhosa – do you have total per language?	Please note that at the current moment there is one newsletter which gets translated into the three languages, so you can work on the total number multiplied by three as an indicator. This may however be changed if a new format is decided on. Should this be the case you can work on 10% Xhosa, 30% English and 60% Afrikaans.
4.	Credit Control letters – Item 11 – will the print on the A4 80gsm White Bond paper be BLACK only?	Full colour. (Sample included)
5.	Credit Control letters – Item 12 – will the print on the A4 80gsm Red Bond paper be BLACK only?	Full colour.



 Z. Maphingana

MANAGER: BILLING

17/02/2022

 DATE