



Questions and answers

QUESTIONS	ANSWERS
1. GSM for brochures	- 180gsm
2. GSM for Pamphlets	- 180gsm
3. Bid validity period?	- The bid is valid for ninety (90) days from closing date.
4. When is this likely to be awarded?	- Within the validity period.
5. Clarity on pricing, if bidders are to quote on one annual performance report?	- 300 copies per year and a total of 900 over 3 years.
6. Types of brochures and how many from the 50 000?	- Z- fold can be 18 000 and other types will be 16 000 each.
7. Grammage for the annual report and performance report for the cover and inner pages?	<ul style="list-style-type: none"> - The cover will be 270gsm gloss paper. - Inner pages will be 135gsm gloss paper printed on both sides, and this may be applied to the rest of the publication.

<p>8. Images and graphics, how many images per publication will be required, or should rate be used in this case?</p>	<ul style="list-style-type: none"> - This varies and changes depending on the publication, bidders should use rate when quoting.
<p>9. Annual Report Digital and interactive report website (HTML) format.</p> <p>We see that it is a WordPress site, our question is, do you have a hosting plan so that we get access to it and upload the interactive report to?</p>	<ul style="list-style-type: none"> - You will unfortunately not have access to our server. You will need to provide us with the zipped file containing the wp files and database, along with the credentials. You may develop the site on your own server and send us a link to review before concluding the final site.