

## 2. SPECIFICATION OF GOODS / SERVICE REQUIRED

### 1 EPWP Enterprise Development booklet printed in Full Colour

Type	: A4 Portrait Booklet
Size	: A4
No. of pages	: 16 pages
Quantity	: 1500
Material	: Gloss Art
Finishing	: Saddle stitches & UV varnish throughout
Binding	: Stapled two positions
Paper type	: 170 grams paper and the cover page 250 grams matt Nevia

N.B content and pictures for the layout, desing and printing will be provided to the contracted service provider  
Requirement: Layout, creative design,Printing, proof reading, editing of Booklet, Brabnded with DPWI and EPWP logos in full colour  
Corporate Colours: Orange, White and Black

### 2. EPWP Z Fold generic brochure

Type	: Square Trifold Brochure design
Quantity	: 3000
Size	: 200mm x 200mm
No. of pages	: 1 page printed on both sides
Finishing	: 180 grams paper, gloss finish
Requirement	: printed in full colour with DPWI and EPWP logo, CONTENT AND PICTURES WILL BE PROVIDED( two different brochures with different content

NB: content and pictures for the layout, desing and printing will be provided to the contracted service provider  
Requirement: Layout, creative design,Printing, proof reading, editing of Booklet, Brabnded with DPWI and EPWP logos in full colour  
Corporate Colours: Orange, White and Black

### 3. EPWP Z fold Vuk'uphile brochure

Type	: Z Fold brochure
Quatity	: 1500
Size	: A4
Np. of pages	: 1 page printed on both sides

Finishing : 130 gramms paper, gloss finish)

Requirements: Layout, design,Printing, proof reading, editing of Brochure, branded with DPWI and EPWP logos in full colour

NB: content and pictures for the layout, desing and printing will be provided to the contracted service provider  
Requirement: Layout, design,Printing, proof reading, editing of Booklet, Brabnded with DPWI and EPWP logos in full colour

Corporate Colours: Orange, White and Black

### 4. EPWP National Youth Service Booklet

Title	: A5 Portrait Booklet
Size	: A5
No. of pages	: 4 pages including covers
Quantity	: 2500
Material	: 180 grams pages, Gloss finish
Finishing	: Saddle stitches & UV varnish throughout
Binding	: Stapled two positions

Requirements: Layout, design,Printing, proof reading, editing of Booklet, branded with DPWI and EPWP logos in full colour

NB: content and pictures for the layout, desing and printing will be provided to the contracted service provider  
Requirement: Layout, design,Printing, proof reading, editing of Booklet, Brabnded with DPWI and EPWP logos in full colour

Corporate Colours: Orange, White and Black

5. Non-State Sector Booklet

Title : A4 Portrait Booklet  
Size : A4  
No. of pages : 60 pages including covers  
Quantity : 1500  
Material : Gloss Art  
Finishing : Saddle stitches & UV varnish throughout  
Binding : Stapled two positions  
180 grams paper and the cover page 250 grams

Requirements: Layout, creative design, printing, editing and proof reading of Non-State Sector NPO Procedure Manual

NB: content and pictures for the layout, desing and printing will be provided to the contracted service provider  
Requirement: Layout, design, Printing, proof reading, editing of Booklet, Brabnded with DPWI and EPWP logos in full colour  
Corporate Colours: Orange, White and Black

6. A3 and A1 Recruitment Guidelines poster

Title : Recruitment guidelines poster  
Size : A1 and A3  
No of pages : 1 printed on one side  
Finishing : 130 gramm, gloss finish  
Quantity : 500, A1 size and 1000, A3 size

All content, pictures and logos will be provided only to the contracted service provider. Service provider must submit 3x sample artwork of the design and layout for each request (6 items)

Booklets andbrouchers must be shrink wrapped and packed in boxes and delivered to Department of Public Works and Infrastructure, EPWP Offices, 266 Pretorius street, center walk Building, Pretorius street, floor 6