

**REQUEST FOR QUOTATIONS: RFQ 13 - 2020**

**VISIT KNYSNA REGIONAL OFFICE: DEVELOPMENT OF NEW WEBSITE**

**CLOSING DATE: 21 February 2020 at 12:00**

**REQUIRED BY:** Visit Knysna, a strategic division of Wesgro:

All responses to be electronically delivered for attention Gysbert Verwey at e-mail address: [gysbert@wesgro.co.za](mailto:gysbert@wesgro.co.za) before 12:00 on the closing date. Only e-mail responses will be accepted. Please use reference as RFQ13-2020 WEBSITE DEVELOPMENT

Please indicate clearly in the Subject box the RFQ name and number. Please include in the content of the mail the details of the bidder, name and contact details of the contactable person including e-mail address.

Suppliers – preferably local suppliers – are hereby invited to submit a quotation for the development of a mobile first website for Visit Knysna.

RFQ name and number. Please include in the content of the mail the details of the bidder, name and contact details of the contactable person including e-mail address.

Suppliers – preferably local suppliers – are hereby invited to submit a quotation for the development of a mobile first website for Visit Knysna.

The purpose of this RFQ is to identify suitable, preferably local, experienced website development service providers to, in conjunction with the relevant Project Manager, undertake the development of a MOBILE-FIRST website [www.VisitKnysna.co.za](http://www.VisitKnysna.co.za), linked to the Visit Knysna social media platforms, in order to stimulate, facilitate and increase economic growth and opportunities through tourism and the promotion function of Visit Knysna. This will require website maintenance for a period of one year to ensure that the system operates optimally.

The successful local service provider will be required to execute the following deliverables which are further outlined in more detail in Annexure 1 & 2:

- Design and develop a mobile-first website which will include a one year period to ensure its optimum functionality: itemised costing
- Transfer, where possible, existing content to the new structure, in a modernised format
- Source / create website content (written and imagery) using local (Greater Knysna Area) professional copywriters / photographers: itemised costing
- Estimate costing for in-house training of website management: itemised costing
- Estimated extra over costing for a 18 month website maintenance contract: itemised costing

All information is described in the Request for Quotations (RFQ) document and is available on the National Treasury's e- Tender platform and alternatively on the Wesgro Website ([www.wesgro.co.za](http://www.wesgro.co.za))

The RFQ will also be made available on request via e-mail to the following e-mail address:

[gysbert@wesgro.co.za](mailto:gysbert@wesgro.co.za)

For attention Gysbert Verwey

Contact number +27 21 487 8600

Designation: Supplier Chain Manager