



Shereno Printers cc

Commercial and Web Printers
Lithographers and Computer Stationers

Creativity in Print!



Company Profile

www.shereno.co.za



Shereno Printers is a home-grown
South African company
in existence for forty three years.

In March 2005, we became
A registered member of



Proudly South African

As an expression of our
Commitment to South Africa!

*We are here to serve you
and the rest of South Africa
for many years to come*



A BBBEE COMPANY



BASIC COMPANY INFORMATION

REGISTRATION DETAILS

Registered Name	Shereno Printers cc
Company Trading Name	Shereno Printers cc
Type of organization	Close Corporation
CC Registration Number	1992/010392/23
Business Income Tax Number	913 055 1808
Vat Registration Number	4600 117 115
Skills Levy Number	L300715846
Workmen's Compensation Registration No.	0948/277/0900

CONTACT DETAILS

Boksburg Address:

Physical Address

Postal Address

Business Telephone Number
Business Fax Number

10 Atlas Road Dunswar t
Boksburg 1459
P.O. Box 268 Benoni 1500
011 894 4150 / 087 941 4100
011 894 4153

Pretoria Address:

Physical Address

Postal Address

Business Telephone Number
Business Fax Number

195 Beckett, Arcadia,
Pretoria, 0007
P.O. Box 56036, Arcadia 0007
012 344 2817 / 012 344 2865
012 343 6267

E-mail Address

Website Address

shereno@shereno.co.za
www.shereno.co.za

EQUITY OWNERSHIP

Members

Niran Singh	45%
Kamal Singh	45%
Parnisha Singh	5%
Khamini Singh	5%

Contact Person

Telephone Number
Cell Phone

Niran Singh
011 894 4150
082 442 7976

DOMICILIUM CITANDI ET EXECUTANDI

10 Atlas Road
Dunswart Boksburg
1459



BASIC COMPANY INFORMATION

COMPANY CLASSIFICATION AS PER THE STANDARD INDUSTRIAL CLASSIFICATION IN THE NATIONAL SMALL ENTERPRISES ACT

Sector or sub-sector in accordance with the Standard Industrial Classification	A	Size or class	Total full time equivalent of paid employees	B	Total annual turnover	C	Total gross asset value (fixed property excluded)	D
Manufacturing	X	Medium	200	X	R51.00 m	X	R19.00 m	X
		Small	50		R13.00 m		R5.00 m	
		Very small	20		R5.00 m		R2.00 m	
		Micro	5		R0.20 m		R0.10 m	

STAFF DEMOGRAPHICS JANUARY 2010

	MALE				FEMALE				
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	A %	I %	C %	W %	A %	I %	C %	W %	TOTAL %
ALL EMPLOYEES	26 21	32 26	3 2	17 13	32 26	6 5	3 2	6 5	125 100
1 MANAGEMENT									
EXECUTIVE		2							2
SENIOR		6		3					9
JUNIOR		3		2	5	1		1	12
2 DISABLED		3			1			1	5
3 TRAINING									
APPRENTICESHIPS	3	1							4
IN-HOUSE TRAINING 2009	14 11	7 6	2 2	3 2	14 11		2 1		42 33



COMPANY PROFILE

INTRODUCTION

Shereno Printers is a designing and printing company based in Dunswart, Boksburg, Gauteng, South Africa. It commenced operations as a family-owned printing business in 1966 with five staff members working out of single-roomed premises in Benoni. Its clientele over those formative years was made up of businesses and organizations from the greater Benoni/Boksburg area. From its very inception Shereno set out to provide its customers with printing and service excellence. This quality standard became the vehicle for its growth and is still the guiding principle that motivates its leadership and its people.

Today, Shereno Printers operates as a Close Corporation from its extended premises in Dunswart, Boksburg. A satellite office in Pretoria is readily available to serve government departments and others with design, layout and printing services.

Equipment for the pre-production and production processes are gradually being renewed and modern technology used in the designing and CTP processes are comparable with the best in the country. Family members Niran and Kamal Singh are at the helm of this organization, which expects to be a significant player in the printing industry in the new South Africa.

OUR VISION

A black empowered design and printing service company that aims to become the service provider of choice in Southern Africa through the provision of design, layout, printing and service excellence.

OUR MISSION

To provide an affordable design and printing service that meets the highest standard of quality and service excellence in

- creativity and design
- printing
- customer care

through people who are empowered, skilled and loyal and who are given every opportunity to realize their full potential.

OUR PHILOSOPHY

It is our wish to be a successful business operation that works hard at maintaining and growing its share of the design and printing market in Southern Africa. In order to achieve this, we expect to be fully knowledgeable, creative, innovative, forward-looking and efficient in relation to all aspects of our business. We consider it an important responsibility to be compliant with all legislative and regulatory requirements, and are keen to ensure that our people are happy, enjoy what they do, and that they are enabled through all opportunities available, to fulfill their highest aspirations. Ethical business practices and sound corporate governance principles are values we regard highly as part of our business ethos. We are conscious as a business that we are part of a community of people towards whom we have a duty of care. All in all, we strive to provide products that meet the highest quality standards, at competitive prices combined with services that fulfill all our customer expectations. We regard our business as a partnership between our suppliers, Customers our people and the community we serve.





COMPANY PROFILE

OUR PARTNERS

Partnership with suppliers

The direct relationship between the quality of inputs to the quality of outputs is known to us all. Our suppliers are required to meet certain quality standards in services and products that we purchase. It is also important that there exists a convergence in our business ethos and philosophy. The job shop nature of our business and the commitment to timeous delivery requires the kind of service excellence from our suppliers that we ourselves believe in. We are happy to be associated with Paper Link, Finwood Papers, Spicers, First Paper House, G S Products, Agfa, Gramikfix and Kagiso B M Printing, as supplier partners.

Partnership with customers

Our strong bonds with our client partners have endured and strengthened over the years through our ability to meet their service and quality needs at prices they find affordable. We pride ourselves in our ability to meet all predetermined deadlines. This virtue has enabled us grow our client base which now includes NGO's, trade unions, parastatals, clients from all three tiers of government, and small businesses. We are proud to have served the ANC at a time when association with the party invited severe repression. It is our privilege to continue these links and maintain our first class service to them.

Many of our clients operate in highly pressurized environments resulting in work being given out at short notice with tight deadlines. These clients will be able to attest to our ability to furnish high quality products at short notice. Business relationships aside, we share with our clients strong bonds of friendship which have strengthened over time.

We quote below, messages received from some of our customers:

"Your friendly, prompt and very efficient service enabled us to give each guest a memento of the special occasion celebrated. May you and your company continue delivering such good service"

40th Glenstantia Boy Scout Group

"Shereno have never failed in ensuring that the documentation was dispatched within the required time"

South African Civil Aviation Authority

"In our association with Shereno Printers we have found them to be a professional organization that understands the importance of time frames.. We have no hesitation in recommending Shereno Printers as a service provider"

African National Congress... Office of The Secretary General

"We are satisfied and impressed with the standard of service rendered by Shereno, and can definitely recommend them to undertake any job, big or small"

The Auditor General





COMPANY PROFILE

"Just a short note to thank you and your company for the quality of service delivery rendered to the GCIS. We really appreciated the effort put into keeping to (mostly) impossible deadlines and requests"

Government Communication and Information System, Republic of South Africa (Gauteng)

"Cosatu has used the services of Shereno Printers since 1991 and is extremely pleased with the service they provide. Even under extreme conditions Shereno Printers has always delivered their jobs on time"

Cosatu

"Shereno Printers have printed and produced a wide variety of publications for the office of The Premier and all the line departments within The GPG...

We have had excellent service from Shereno Printers"

Office of The Premier: Directorate – Communications and Public Relations

Partnership with staff

At Shereno we aim to provide a conducive, healthy and safe working environment where employees work as a team and develop as individuals. Staff are regarded as the company's greatest asset. Our staff come from diverse racial, cultural and religious backgrounds which broadly reflect the demographics of Gauteng Province.

The environment at Shereno recognizes this diversity and channels the energy of staff to work towards our common vision of "Print Excellence".

Our Human Resources Policy is compliant with existing legislative requirements and is consistent and fair. There are no biases, stereotypes and hidden assumptions in it. There is a "production linked" incentive scheme available to all staff. "Interest free" loans for the construction and purchase of homes and small businesses have been made available to those who have served the company for long periods of unbroken service.

All staff are bound by a code of conduct which commits both management and staff to non-racist and non-sexist practices. Procedures are in place for staff to take up any form of harassment with management.

Partnership with communities

Shereno Printers is conscious of its responsibility towards communities especially at a time when heightened poverty makes it incumbent on all to join hands to serve those in great need. Over the years, various projects of a charitable or supportive nature have been undertaken, e.g., the use of company vehicles by welfare organizations the provision of transport to development and educational organizations in various parts of the country subsidisation of printing services to religious, welfare, community based sports and other organizations; sponsorship of a handicapped persons sporting event; providing bursaries to students from disadvantaged backgrounds; donations towards medical costs for handicapped children; sponsorship towards SANCA's drug rehabilitation programmes; Funeral support for members of staff; This sense of social responsibility is an essential part of Shereno's business philosophy, and is ongoing.





COMPANY PROFILE

A SELECTION OF CHARITIES, ORGANISATIONS, AND CAUSES SUPPORTED FOR THE BENEFIT OF THE DISADVANTAGED AND UNDERPRIVILEGED FOR THE YEAR ENDED 31 DECEMBER 2009

No	RECIPIENT	AMOUNT R	TYPE OF SUPPORT
1	The Hindi Shiksha Sangh of SA	50000	Photocopying services
2	Liverpool Secondary School	20000	Printed material
3	Sri Sathya Sai Centre of Springs	4500	Printing
4	Natya Kala Keseri Dance Academy	6000	Printing and event sponsorship
5	Midrand Seva Samaj	25000	Printing of tickets, pamphlets, posters, trophies medals
6	Ramakrishna Childrens club	10000	Printing T-Shirts
7	Kwa Thema Stimulation Centre	5000	Groceries for handicapped children
8	Public Service Co-Ordinating Bargaining Council	8500	Printing PSCBC News
9	Johnson Crane Hire	60000	Fun day sponsorship
10	Yeoville Bellevue Community Dev. Initiative	2000	Printing Yeoville Bellevue publication "Pro Bono"
11	Springs Hindu Seva Samaj	5000	Sponsorship for bhajan sammelan
12	Divine Life Society of SA	5000	Cash donation
13	Nederduitse Gereformeerde Gemeente	3000	'Cover of Gold day' programme
14	Vedanta Society of SA	12295	Printing of posters
15	Teddy Bear Clinic	3320	Printing of business cards
16	Akaso Ladies Netball Team	3000	Outfits and equipment
17	St Patricks College Kimberley	7295	Printing of posters and tickets
18	Lesedi Community Project	1650	2009 diary donation
19	Bread of Life	1300	Printing of invoice books, letterheads and banners
20	Wynberg Hindu Temple	10000	Banners, posters, leaflets
21	St Columbas Primary school	20000	Printing of banners, posters, signage
22	Benoni Chamber of Commerce	15000	Ongoing support
23	Ekurhuleni Springs Office	4850	Printing of newsletters
24	Nehawu	45000	Printing of calendar and year planner
25	Gauteng Office of the Premier	35000	Operation winter-300 blankets & bread
26	Dept of Education	15000	Learner awards
27	Numsa and Cosatu	20000	Printing of obituaries & funeral programmes
28	Cosatu	5000	Financial support-staff conference
29	Ekurhuleni South District	15000	Bizz Wizz Fete-2009
30	GCIS	35000	Golf day sponsorship
31	Numsa	10000	Anniversary function donation
32	Salga	8950	Nelson Mandela Day - T-Shirts
33	SSSBC	7755	Printing of Consitition booklets
34	ELRC	15000	Printing of documents
35	Gauteng Dept of Housing	2500	Year end function-2008
36	GCIS	8000	Year end function-2008
37	The South African Red Cross Society	500	Printing of newsletters
38	Ved Vidya Mandir and Guyerati Hindu Seva Samaj	30000	Donations and printing
		535415	



COMPANY PROFILE

Commitment to empowerment

As an empowerment company itself, Shereno Printers is conscious of the needs and concerns of emerging black entrepreneurs. We have a policy to support these businesses and help them grow. Supplies for our production process are purchased from such companies in the first instance. Our courier and security suppliers are also black-owned, as are the suppliers of electrical maintenance, electronic communication and computer services, amongst others. Paper is our main resource. The industry is, in this respect, dominated by major suppliers. Indications are that these suppliers are working towards BBBEE compliance.

1. Black Economic Empowerment

Shereno Printers is a BBBEE company and is totally owned by blacks. In a recent BBBEE evaluation the company was classified as a level 2 superior contributor (AA) with a scorecard of 88,8%. Full marks were scored in the categories of .

- Ownership
- Management
- Employment Equity
- Enterprise Development, and
- Socio – Economic Development
- Employment Equity

2. Training and Development

A development programme in the production plant enables staff to broaden their skills base by working on various machines and equipment. The competencies of staff, have been audited as part of a process to develop a “competency based” training programme and to develop a grading system. Increasingly, staff on the production line make collective decisions on timeframes, satisfying quality specifications, ordering production flow, etc. In this way wastage is minimized, quality enhanced and the work experience made fulfilling.

With respect to training, a greater emphasis and impetus is being given to skills training and staff development. Included among initiatives being taken here are:

- development of interns
- employment of unskilled blacks for training purposes
- engagement of staff as apprentices
- general staff development and education through ABET programmes

The company is registered with MAPPP SETA and collaborates closely with it. All training is carried out in accordance with the Skills Development Plan prepared annually for Mapppp Seta.

Conclusion

This is a brief overview of Shereno Printers, a Proudly South African Company. The company welcomes all visitors and potential customers to share their values, ideas and ideals. We are first of all a service organization. Through our service and business relationships we are ready to work with everyone towards achieving the common goals of national development, national pride and national prosperity.





TECHNICAL PROFILE

REPRO AND DESIGNING

Our modern and well-equipped **Design Studio**, comparable with the best advertising houses, offers a bonus to our clients. A team of professional computer-graphic layout artists are available to help clients capture all their design requirements, artistic vision (and flair!), on paper. The availability of DTP/graphic designing, together with a CTP facility, makes Shereno Printers a one-stop printing shop.

Services and equipment in our design facility include:

Services

- Typesetting
- Layout
- Designing
- Scanning
- Colour playouts
- Positives & negatives
- Colour copies
- Large format colour printing

Software

- The latest versions of
- Freehand
- Adobe Photoshop
- Quark Express
- Pagemaker
- Corel Draw
- Corel Photo Paint
- Microsoft Word, Excel, Powerpoint
- Indesign

Hardware

- 20 Apple Mackintosh's ranging from the latest iMacs to the Latest G5's
- Laser Printers (colour prints up to A3) Scanners
- Optical Drivers
- Zip Drivers
- CD and DVD Writers
- Latest up to date PC's





TECHNICAL PROFILE

PRODUCTS

- Computer forms
- Flyers, pamphlets, posters, roll ups, banners
- Laminated products
- Computer stationery
- Brochures
- Calendars
- Labels
- roll up banners
- vehicle graphics
- T – shirts
- Peak caps
- Coffee mugs
- Mouse pads
- Corporate gifts
- Copying
- Press ads
- Books, including commercial books
- Commercial & office stationery
- Business forms
- Magazines
- Wedding invitations
- Exhibition material
- banner walls
- Silk screening
- Conference bags
- Button badges
- Coasters
- Pens
- Digital posters





TECHNICAL PROFILE

PRINTING SERVICES

A team of qualified and experienced machine operators ensures a continuous flow of high quality products in quick turn-around times.

We offer printing from single colour to full colour in a range of sizes extending from A9 to A1.

All printing is done in-house. A variety of machines, capable of handling both small and large jobs, are at our disposal to meet customer needs . Our machine capability includes the following:

- | | | | |
|---|------------------------------|-----|--|
| 2 | 10-colour | A1 | reel to sheet Heidelberg presses |
| 1 | 5-colour | A1 | M600 Web |
| 1 | 4-colour | A1 | Komori web |
| 1 | 4 colour | A2 | Heidelberg web 8 |
| 1 | 4 colour | A1 | Heidelberg Web 16 |
| 2 | 6-colour | A1 | sheet-fed presses |
| 1 | 5 colour + coater | A1 | sheet-fed press |
| 1 | 2-colour | A1 | sheet-fed press |
| 1 | 4-colour | A2 | sheet-fed press |
| 1 | 4-colour | A3 | DI printing machine |
| 2 | full colour | A3 | Indigo digital presses |
| 3 | single colour | A2 | Kord sheet-fed presses |
| 1 | single colour | A3 | GTO sheet-fed press |
| 1 | single colour | A3 | Hamada star press |
| 1 | gloss or matt | A0+ | laminating machine |
| 2 | poster-mounting machines | A1 | |
| 1 | full colour | A3 | risograph digital combination printer |
| 1 | full colour flat bed printer | A0+ | digital printer that prints on most flat material, ie: boards including cardboard, xanita, glass, wood, perspex, forex, corex, steel, aluminium. |
| 1 | digital die-cutter | A0+ | cuts board, cardboard, vinyl, papers, xanita board. |

together with plattens for numbering, perforating and scoring, etc. All this printing capability affords us the capacity to offer our services for large and small jobs alike, in turn around times that amaze our most scrupulous clients.





TECHNICAL PROFILE

FINISHING SERVICES

A well-equipped finishing and bindery department complements the press to give the printed job a professional finish. Machinery in this department include:

- two six station saddle stitchers with three-knife trimmers
- seven guillotines
- a stand-alone three-knife trimmer
- five-folding machines
- pony binder
- perfect binding line with 20 stations
- a UV and IR varnishing machine
- 2 mounting/laminating machines
- mailbag machines
- wiro-binding machines
- a Coilmaster binding machine
- 2 Setmaster Duplex collating machines
- three die-cutting machines
- tab cutting machine

Finishing processes include :

- binding: perfect binding
spiral binding
wiro binding
- collating
- folding of all sizes A1 - A6
- thread sewing
- saddle stitching
- trimming
- machine & UV high-gloss varnishing & laminating
- silk-screening
- foiling & embossing
- numbering (1 – 8 to view per page)
- perforating
- scoring
- punching (1 – 4 holes)
- mailbag packaging
- die (up to A1+) cutting
- point of sale finishing
- mounting of posters





TECHNICAL PROFILE

Photocopying and duplicating

- high-volume black and white photocopying
- full-colour photocopying
- duplicating
- scanning

Additional machinery

- Die cutting, folding and creasing machines
- Laminating machines - up to A1
- Button-badge machine
- Cap-pressing machine
- T - shirt pressing machine
- Vinyl - cutting machine used in the manufacture of banners
- Pad printing machines for corporate gifts
- Large format digital printing & cutting
- Shrink wrapping machines

Distribution

Finished goods are delivered at all hours. Deliveries within Gauteng (to one destination) are undertaken at no cost to the customer. Deliveries to other major national destinations are accomplished via an overnight courier service. Our delivery capacity includes: four trucks, four cars and eleven panel vans.





BUSINESS PROFILE

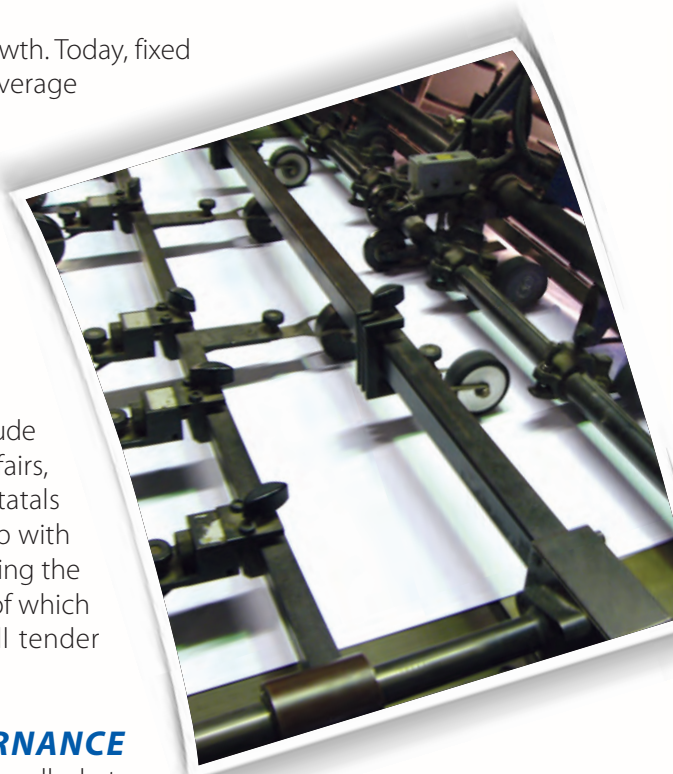
FINANCIAL SUSTAINABILITY

Since its inception in 1966, Shereno Printers has experienced steady growth. Today, fixed assets are valued at over R21m and net current assets exceed R13m average annual turnover is in the region of R42m. the company is financially sound and results for the year to 28 February 2008 reflects this. Gross profit earned in 2008 amounted to R7.6m. the company has existing contracts to service Government Departments and the Government Printing Works. We are confident that with our existing relationships and service record, we are well-placed to continue to satisfactorily serve all existing customers, and indeed grow our customer base into the foreseeable future.

Shereno Printers is a Black Empowered Company. Existing customers include Provincial and Central Government Departments like SARS, Foreign Affairs, DTI, etc and Office of The Premier, Gauteng. We also do work for parastatals and companies like Eskom and Telkom. We have an enduring relationship with The ANC and with Cosatu whom we have served for many years (including the Apartheid years) and we expect this to continue. Our company profile, of which this is a part, will indicate clearly our capacity and ability to fulfill all tender requirements.

QUALITY MANAGEMENT AND CORPORATE GOVERNANCE

- Letters of reference from customers, included in our profile package, allude to the quality of our service and work. The company has a philosophy to produce work of the highest standard and has in its sights ISO accreditation. A programme is to be put in place to work towards this standard.
- All work undertaken is quality checked at each stage of the process, including final packaging for delivery. Our policy is to ensure that all work dispatched meets our highest quality standard as determined by the production management team. This is an ongoing process in which no compromises are made. A process is in place to document the quality standards required in each phase of the production process.
- Many aspects of our corporate governance philosophy and policy have been referred to in our company profile. As a BEE company with over 80% of its staff black, it fulfills the requirements of BEE and obviates the need for affirmative action and EE. The company does not warrant an internal auditor at this stage. Procedures are, however, in place to ensure adequate financial, administrative and management controls to meet acceptable corporate governance requirements. As a family business, the roles and responsibilities of directors do not apply. A management structure is, however, in place to provide for transparency and good governance and one that places emphasis on its people. The company is managed on ethical business practices that have developed over the years and long before corporate governance as a principle gained prominence in South Africa. We will continue to emphasise ethical business practices in all aspects of our operations





BUSINESS PROFILE

FINANCIAL POLICIES

- Our principles, policies and procedures in relation to financial management are based on the following:
- Financial accountability
- Proper documentation control and financial records
- Protection of company assets
- Responsible financial management
- Proper financial reporting and control of funds

An annual audit of accounting records and financial statements is done in accordance with statutory requirements. It is our policy to ensure that adequate procedures are in place to manage and control the day to day financial management of the company in accordance with good governance principles that implement checks and balances required of an organization of this size.

SMME STATUS

In accordance with the Standard Industrial Classification for SMME's, this company is classified as **medium**, and falls under the category of a **manufacturing company**.



Niran Singh
CEO





Senior Team Members' Profiles

- 1. Name** **Niran Singh**
Position Member of CC and CEO
Date of birth 7 September 1962.
Citizenship South African citizen by birth & HDI
Period at Shereno Joined Shereno in 1992
Qualifications Matric + 1 year at UDW, Durban.
Responsibilities CEO and responsible for estimates, quotations, sales, and capital expenditure for the past 16 years. Main contact person with all major clients, including all government departments, parastatals and corporates.
- 2. Name** **Kamal Singh**
Position Member of CC and Chief Financial Officer
Date of birth 17 August 1969
Citizenship South African citizen by birth & HDI
Period at Shereno Joined Shereno in 1992
Qualifications B.Com (Wits)
Responsibilities Responsible for the total financial management at the company, including management of all contractual commitments; also manages a portfolio of clients, including various government departments.
- 3. Name** **Jairam Badrinath**
Position Head of Design Department.
Date of birth 3 May 1965
Citizenship South African citizen by birth and HDI
Period at Shereno Joined Shereno in 2002
Qualifications Diploma in Graphic Design - M L Sultan Technicon, Durban. Trained at Ogilvy and Mather, Rightford, Searle, Tripp & Makin as junior Art Director for 4-5 years.
Responsibilities Manages all design and layout requirements together with a staff of 8 professional designers. Handles major assignments at Shereno and coordinates production of annual reports.
- 4. Name** **Theo Randall**
Position Production Manager
Date of birth 6 March 1968
Citizenship South African citizen by birth
Period at Shereno Joined Shereno in 1999
Qualifications NTC 2 in Electrical Engineering 1984 – 1988 : National Printing Diploma. A qualified litho printer.
Responsibilities Responsible for all production throughput and for machine and engineering maintenance.



Senior Team Members' Profiles

- 5. Name** **Barend Coetzee**
Position Finishing Manager
Date of birth Born 1952
Citizenship South African citizen by birth
Period at Shereno Joined Shereno in 2001
Qualifications From April 1969 to April 1974 he studied for and obtained the City and Guilds Certificate in Basic Crafts and Print Finishing Processes.
Responsibilities Manages all finishing operations.
- 6. Name** **VB Garrib**
Position Administration Manager
Date of birth Born 1939
Citizenship South African citizen by birth and HDI
Period at Shereno Joined Shereno in 2003
Qualifications B.Sc, B Compt, M Admin. Member of SA Institute of Professional Accountants. Commissioner of Oaths.
Responsibilities Administration Manager responsible for overseeing the Customer Care and Administration Departments.
- 7. Name** **M Karingan**
Position CTP Manager
Date of birth Born 1971
Citizenship South African citizen by birth and HDI
Period at Shereno Joined Shereno in 1996
Qualifications ICB Diploma
Responsibilities 10 years in IT and acquired printing graphic designing, layout and programme skills and knowledge at the press. Knowledgeable on fifteen different types of programmes used in printing. Principal computer support person and IT manager at Shereno. Manages the computer to plate operations at the press. Screens all client submissions of CD's and disks. Among other work, processes about 20 annual reports a year.
- 8. Name** **Ivan Chinsamy**
Position Floor Manager
Date of birth Born 1971
Citizenship South African citizen by birth and HDI
Period at Shereno Joined Shereno in 1999
Qualifications All printing skills learnt through experience after passing matriculation with exemption. Has attended Heidelberg and Hamada printing exhibitions in Johannesburg and the Drupa Printing Exhibition in Germany to acquire up-to-date knowledge on new developments in the industry.
Responsibilities Manages work-flow, stores, packaging and dispatch operations at Shereno together with other logistical responsibilities.



Senior Team Members' Profiles

- 9. Name** **Lyal Gibson**
Position Boksburg Design Studio Head
Date of birth Born 1980
Citizenship South African citizen by birth
Period at Shereno Joined Shereno in 2003
Qualifications DTP Diploma in Electronic Origination
Responsibilities Manages the Boksburg Design Studio including work-flow, staff and client liaison.
- 10. Name** **Randhir Panday**
Position Customer Care and Sales Manager
Date of birth Born 1978
Citizenship South African citizen by birth
Period at Shereno Joined Shereno in 2001
Qualifications Desk Top Publishing / Web Design / Graphic Design Diploma
Responsibilities Sales and Customer Care Manager
- 11. Name** **Michael Groenewald**
Position GPW Contracts Manager
Date of birth Born 1977
Citizenship South African citizen by birth
Period at Shereno Joined Shereno in 2006
Qualifications B.comm in Human Resource Management from University of Pretoria
Responsibilities Manages & overseas Shereno's printing contracts including the Government Printing Works Full Colour Contract. Manages the Pretoria Branch including work-flow, staff, orders, sales, figures, logistical responsibilities and client liaison.
- 12. Name** **Nico Potgieter**
Position Pretoria Branch Manager
Date of birth Born 1979
Citizenship South African citizen by birth
Period at Shereno Joined Shereno in 1998
Qualifications Diploma in Desktop Publishing, Graphic Design and Animation from Damlin
Responsibilities Manages the Pretoria Office which includes the managing of the design studio. Other responsibilities include work-flow, staff, orders, sales, figures, logistical responsibilities and client liaison. Responsible for Shereno's marketing, branding and communications.



NOTE ON EXPERIENCE

PRINTING OF ANNUAL REPORTS, OTHER REPORTS AND DOCUMENTS

Annual Reports

Over the past few years (including 2008) we have printed an average of twenty annual reports a year. Some of our 2008 clients include:

1. Gauteng Department of Education	A Chainee	083 633 5301
2. Gauteng Department of Health	Phil	079 889 6036
3. Water Research Council	Yuven Gounden	012 330 9053
4. Gauteng Department of Finance	Tryphina	011 355 8000
5. DTI	Essery	012 394 1765
6. FIC	Alice Puone	012 309 9428
7. Sentech	Hulisani	082 828 8997
8. CCMA	Lusanda	011 377 6902
9. Gauteng Office of the Premier, etc	Israel Mogale	011 355 6000
10. Department of Sport	Jolene	083 561 5471
11. SALGA	Sepati	072 260 9781
12. UIF	Jane	012 337 1806
13. PSCBC	Shamira	082 775 4275
14. IDT	Popo Maja	082 373 1169
15. Department of Foreign Affairs	Zimele	083 332 1757
16. SA Human Rights	Lorrain	072 011 3621
17. SAPS	Shane	082 566 6866
18. GPW	Isaac	079 424 0188
19. Gauteng Legislature	Corrine	011 498 5633

In respect of these assignments, we are able to say

- The final products were very favourably received
- Stringent time deadlines were met
- Technical requirements were fulfilled
- We received appreciative comments and had no comebacks

We would value a site inspection as this will give us an opportunity 'on the ground' to provide comfort and assurance about our experience and ability to undertake the design and printing of the Boards Annual Report.



NOTE ON EXPERIENCE

Delivery

There is no delivery charge if a delivery is made to any one destination anywhere in Gauteng. For deliveries outside Gauteng, we employ the services of an overnight courier service company and pass on the costs directly to the client.

References for other Printing Assignments

Printing of **Siyakha Magazine** for Gauteng Department of Housing

Eddie: 011 355 4750

Quantity: 50 000 copies

Delivered by ourselves throughout Gauteng Province

Printing of the **Shop steward** for COSATU.

Patrick Craven: 011 399 4911

Quantity: 30 000 copies

COSATU uses their own couriers to distribute.

Printing of **UMRABULO** for African National Congress

Spongy: 011 376 1000

Quantity: 30 000 copies

ANC uses their own couriers to distribute.

Printing of **NUMSA** Bulletin for National Union of Metal Workers of South Africa.

Jenny Grice: 011 689 1700

Quantity: 8000 copies

NUMSA uses their own couriers to distribute.

Printing of **NOTAM** summary for South African Civil Aviation Authority.

Leonie Venter: 011 545 1000

Quantity: 15 200copies

Packages printed & distributed via South African Post Office. We have been doing this since 1998 to present.



NOTE ON EXPERIENCE

Printing of **SARS** Documentation

Masite Msibi: 082 225 2697

Quantity: 15 000 copies.

Copies printed and supplied to SARS couriers for delivery to all their staff countrywide.

Printing of **SASSETA** Newsletter.

Issabel: 011 347 0200 / 0861 102 477

Quantity: 10 000 copies

Printed and supplied to SASSETA Head Office Midrand.

Printing of **12 Page Tabloid** for National Union of Mine Workers

Lesiba: 011 377 2000

Quantity: 200 000 copies

Printed and delivered nationally via our couriers

Printing of **Gauteng News** for Gauteng Office of the Premier - Gauteng Province.

Israel Mogale: 011 355 6222

Quantity: 750 000 copies

Printed and delivered to Newspapers for insertion.



CONTACTABLE REFERENCES

COMPANY/ ORGANISATION	WORK DONE	CONTRACT OR NOT	CONTACT PERSON	TELEPHONE NUMBER
CAA	AIS of AI Packages	Contract	<i>Bharadi Phirwa</i>	011 545 1000
NUM	All types of material	Ongoing	<i>Lesiba Seshoka</i>	082 803 6719
GPW	Contract work	Ongoing	<i>Deon</i>	012 334 4500
Ekurhuleni	All types of material	Ongoing	<i>Robert Brand</i>	083 470 7070
ANC	All types of material	Ongoing	<i>Donnovan Cloete</i>	082 773 1013
Cosatu	All types of material	Ongoing	<i>Khanyi</i>	082 308 2479
Legal Aid Board	All types of material	Ongoing	<i>Mpho</i>	011 877 2000
SARS	Contract work	Ongoing	<i>Masite</i>	082 225 2697
Department of Water Affairs and Forestry	All types of material	Ongoing	<i>Nigel Adams</i>	079 376 3875
Gauteng office of the Premier	All types of material	Ongoing	<i>Israel Mogale</i>	082 955 0772
Gauteng Treasury	Printing of budget do	Contract	<i>Tryphina</i>	082 495 8254
NUMSA	All types of material	Ongoing	<i>Jenny</i>	072 348 0578
Department of Foreign Affairs	All types of material	Ongoing	<i>Shawn Van Wyk</i>	082 782 5936
SAPS	All types of material	Ongoing	<i>Shane vd Berg</i>	082 566 6866
GDE	All types of material	Ongoing	<i>Dan</i>	083 376 8483
HSRC	All types of material	Ongoing	<i>Dr A. Kanjee</i>	083 325 9705
Public Protector	All types of material	Ongoing	<i>Oupa</i>	082 379 9995
Unemployment Insurance Fund	All types of material	Ongoing	<i>Azwi</i>	079 523 6845
CCMA	All types of material	Ongoing	<i>Lusanda</i>	011 377 6650
Denel Saab	All types of material	Ongoing	<i>Agmat Alli</i>	082 559 1805
Government Communication & Information System	All types of material	Ongoing	<i>Este Koorts</i>	082 570 0231
Office of the Presidency	All types of material	Ongoing	<i>Anande Neetling</i>	079 500 1682



CONTACTABLE REFERENCES

MAIN BEE SUPPLIERS

COMPANY	CORE BUSINESS	CONTACT PERSON	TELEPHONE NUMBER
GT Services	Courier services	Jacob	011-823-4480
G S Products	Printing consumables	Joey	011-836-9386
Maliti Creations	Embriodery	Zwelakhe	011-805-5113
Idube Screen Printers	Screen printing	Garfield	082-640-4548
Dunswart Filling Station	Petrol etc	Pravesh	011-914-3395
Antalis Print	Paper	Barbara	011-688-6100
Peter Paper	Paper	Gertie	011-677-9000
Paperlink	Paper	Sarah Lee	011-621-3000
Nor Paper	Paper	Saun	082 808 9232
Press Products	Wire & Rims	Jonathan	011-493-6332
Bendo Plastics	Files & Corners	Jenny	011-831-1844
Kemtek	Plates & Chemicals	Hazel	011-624-8000
Paarl Web	Printing	Peter Olivier	011-201-3400
Printflex Oscillating	Rollers	Johan	011-613-3524
UVP Print Finishing	Finishing	Marnie	011-397-6524
Burlington Dataprint	Outwork Printing	Amina	011-4937200
Ideal Engineering	Mechanism	Lilly	011-6836306
Shaft Packaging	Plastic/Packaging	Alli	011-7921200
Anvic Marketing	Ink Cartridges	Ronelle	011-4032788
CTP Web Printers	Outwork Printing	Paul Hoch	082 454 1203
MRF Packaging	Packaging	Fazel	011-6181322
Printbind	Finishing	Eben	011-6242131