

PostalAddress  
P.O. Box 1329, Rivonia  
2128, South Africa

Physical Address  
270 George Road,  
Noordwyk, Midrand, 1687

Contact  
Call Centre: 0860 100 221  
Telephone: 011 217 0600  
Fax: 011 783 7745



## SERVICES REQUISITION FORM

**YOU ARE HEREBY INVITED TO SUBMIT A QUOTATION FOR THE CULTURE ARTS,  
TOURISM, HOSPITALITY AND SPORTS SECTOR EDUCATION AND TRAINING  
AUTHORITY (CATHSSETA)**

<b>Date issued</b>	04 November 2022	RFQ number	HRD/
<b>Closing Date:</b>	09 November 2022	<b>Closing Time:</b>	12h00pm
<b>DESCRIPTION OF SERVICES</b>	<b>ROLL OUT OF TRAINING FOR CATHSSETA EMPLOYEES FROM NOVEMBER 2022 TO MARCH 2023</b>		

### ADMINISTRATIVE REQUIREMENTS

- Quote/Pricing with a clear breakdown of Scope with total inclusive of VAT
- Completed and signed SBD4, SBD 6.1
- Valid Tax Compliance Pin issued by SARS
- Valid B-BBEE Certificate or Sworn Affidavit
- Central Supplier Database (CSD) Supplier Number

E-mail responses to [supplychain@cathsseta.org.za](mailto:supplychain@cathsseta.org.za) on or before the closing date and time 3 @ 11h00am.

SCOPE OF WORK & EXPECTED OUTPUTS	QUANTITY
CATHSSETA requires services for a training roll out for CATHSSETA employees to attend training from November 2022 until 31 March 2023.	

**Board chairperson:** Mr David Themba Ndhlovu

**Board members:** Ms Edith Margareth Tukagomo • Mr Moses Motha • Mr Itumeleng Kennilworth Dichabe  
Mr Solomon Mhlanga • Mr Thulaganyo Gaoshubelwe • Ms Sumayya Khan • Ms Karen Borain • Mr Vincent Maumela  
Ms Lesiroha Lesutu • Ms Maureen Nzuza

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| <ol style="list-style-type: none"><li>1. Report Writing 9 Delegates</li><li>2. ODETDP: Occupationally Directed Education, Training and Development Practitioner - 10 Delegates course</li><li>3. Risk Management - 3 Delegates</li><li>4. Leadership and Management - 3 delegates</li><li>5. CoFi (Certified Optic Fiber Installer - 3 Delegates</li><li>6. Project Administrator Programme – 2 Delegate</li><li>7. Labour Relations Management – 2 Delegate</li><li>8. Project Management – 2 Delegate</li><li>9. Advanced Minute Taking – 1 Delegate</li></ol> |  |
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