

Postal Address  
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



**GOODS/SERVICES  
REQUISITION FORM**

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

<b>Date issued</b>	<b>26 July 2023</b>	<b>RFQ number</b>	<b>RFQ/FIN/032/2023</b>
<b>Closing Date:</b>	<b>28 July 2023</b>	<b>Closing Time:</b>	<b>15h00 PM</b>
<b>DESCRIPTION:</b>	<b>PURCHASE OF STATIONERY</b>		

**1. SCOPE OF WORK**

**Supply and delivery of the below to: CATHSSETA. 270 George Road, Noordwyk Midrand 1687**

<b>Requirements / Items</b>	<b>Quantity</b>
A4 White Copy Paper 80GSM (Per box) – excluding all house brands. <b>NB: Suppliers must quote on a maximum of 3 options.</b>	144

**2. 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.
- All RFQ related responses must include the RFQ number as the subject matter.
- 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 as stated above, and no late responses will be accepted.

**Board chairperson:** Mr David Themba Ndhlovu

**Board members:** Ms Edith Margareth Tukakgomo • Mr Moses Motha • Mr Itumeleng Kennilworth Dichabe • Mr Nkanyezi Joseph Ntuli  
Mr Solomon Zawempi Mhlanga • Mr Thulaganyo Gaoshubelwe • Ms Shanita Sumayya Khan • Mr Khumbudzo Vincent Maumela • Ms Matshediso  
Lesiroha Lesutu • Ms Ntombifuthi Maureen Nzuza • Ms Rachel Phiri • Mr Lesiba Richard Aphané • Mr Manene Tabane