

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 REQUISITION FORM

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

Date issued:	28 August 2023	RFQ number:	RFQ/COS/040/2023
Closing Date:	02 Sept 2023	Closing Time:	11h00 am
DESCRIPTION OF SERVICES	Supply, delivery, and assembling of office furniture.		

1. SCOPE OF WORK

Supply, delivery & assembling of office furniture to Head office & Regional address:

1. 270 George Road, Noordwyk, Midrand (Office 1, Open Plan & Office 2).
2. Cnr. St George & Church Street (Oliver Tambo Road), Motheo TVET College in Bloemfontein.

SPECIFICATIONS

Office 1- First Floor

Cherry Melamine with Black edging

1 x 1400 x 1200 Cluster desk, top- 32mm, with 2x 16mm modesty panel and panel legs, with a Box leg

1 x 3 draw + pen-and-pencil tray mobile pedestal with central lock- 16mm Top

1 x 1560h x 1200 x 450d Roller door systems Cupboard including 3 shelves + lock.
Black door-32mm Top

1 x Air medium back chair with a 5-star nylon base on castors, gas height adjustment, econo synchro mechanism waterfall seat edge design, Upholstered in a Black vulcan fabric.

Open Plan- First Floor

Cherry Melamine with Black edging

2 x 1400 x 1200 Cluster desk, top- 32mm, with 2x 16mm modesty panel and panel legs, with a Box leg

2 x 3 draw + pen-and-pencil tray mobile pedestal with central lock- 16mm Top

1 x 1150 x 500 Rounded corner desk-based screen upholstered in black contract fabric.

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2 x 1350 x 500 Rounded corner desk-based screen upholstered in black contract fabric.
2 x Air medium back chair with a 5-star nylon base on castors, gas height adjustment, econo synchro mechanism waterfall seat edge design, Ergonomical backrest and seat design, includes 1D height adjustable arms. Upholstered in a Black vulcan fabric.

Office 2- First Floor

Cherry Melamine with Black edging

2 x 1400 x 1200 Cluster desk, top - 32mm, with 2x 16mm modesty panel and panel legs, with a Box leg

2 x 3 draw + pen-and-pencil tray mobile pedestal with central lock- 16mm Top

1 x 1560h x 1200 x 450d Roller door systems Cupboard with 3 shelves + lock. Black door- 32mm Top

1 x Air medium back chair with a 5-star nylon base on castors, gas height adjustment, econo synchro mechanism waterfall seat edge design, Ergonomical backrest and seat design, includes 1D height adjustable arms. Upholstered in a Black vulcan fabric.

1 x Ortho mid back chair-Height adjustable black mesh backrest, Height Adjustable-Lumber support, Upholstered black seat with high-density automotive grade moulded foam. Height adjustable arms, black nylon 5-star base. Seat upholstered in a Black contract fabric.

2 x Air visitors chairs with a black powder coated round tube frame, moulded seat shell, fixed ski arms. Seat upholstered in a Black vulcan fabric.

SUPPLY, DELIVERY & ASSEMBLING – BLOEMFONTEIN

1 x Cherry Melamine with Black edging 1400 x 1200 Cluster desk, top- 32mm, with 2x 16mm modesty panel and panel legs, with a Box leg

1 x 3 draw + pen-and-pencil tray mobile pedestal with central lock- 16mm Top

1 x Air medium back chair with a 5-star nylon base on castors, gas height adjustment, econo synchro mechanism waterfall seat edge design, ergonomically backrest and seat design, includes 1D height adjustable arms. Upholstered in a Black vulcan fabric.

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2. ADMINISTRATIVE REQUIREMENTS

- 2.1 Quote/Pricing with a clear breakdown of costs (delivery with total inclusive of VAT)
- 2.2 Completed and signed SBD4, SBD 6.1
- 2.3 Valid Tax Compliance Pin issued by SARS & B-BBEE or Sworn Affidavit
- 2.4 Central Supplier Database (CSD) Summary Report.
- 2.5 All RFQ related responses must include the RFQ number as the subject matter.

E-mail responses to supplychain@cathsseta.org.za on or before the closing date and time as stated above.

Board chairperson: Mr David Themba Ndhlovu

Board members: Ms Edith Margareth Tukagomo • 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 Nzuzo • Ms Rachel Phiri • Mr Lesiba Richard Aphane • Mr Manene Tabane