

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



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)

Date issued	27 February 2024	RFQ number	RFQ/HRD/080/2024
Closing Date:	01 March 2024	Closing Time:	11H00
DESCRIPTION OF SERVICES	REQUEST FOR QUOTATIONS TO SOURCE AND APPOINT A SERVICE PROVIDER TO PROVIDE CATHSSETA WITH TEN (10) WATER DISPENSERS AND BOTTLED STILL WATER FOR 24 MONTHS AT THE HEAD OFFICE AND REGIONAL OFFICES IN DURBAN, BLOEMFONTEIN AND CAPE TOWN		

1. SCOPE OF WORK

CATHSSETA is requesting quotations for a service provider to provide ten (10) water dispensers and bottled still water for a period of twenty-four (24) months at the Head Office in Midrand and the Regional Offices located in Durban, Bloemfontein and Cape Town.

SCOPE OF WORK & EXPECTED OUTPUTS	QUANTITY
The dispensers will be split as follows: Head Office (Midrand) - Seven (7); KwaZulu Natal/ Free State Regional Office (Durban) - One (1); KwaZulu Natal/ Free State Regional Office (Bloemfontein) - One (1); Western Cape Regional Office (Cape Town) - One (1).	10
The contractual period is twenty - four (24) months. The service provider will deliver as and when required to the below offices: Head Office (Midrand) - 14 x 20 litres of water per week; KwaZulu Natal/ Free State Regional Office (Durban) - 2 x 20 litres of water per week; KwaZulu Natal/ Free State Regional Office (Bloemfontein) - 1 x 20 litres of water per week;	672 x 20L 96 x 20L 48 X 20L

RFQ to source a service provider for bottled water and dispensers

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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 Nzuza • Ms Rachel Phiri • Mr Lesiba Richard Aphane • Mr Manene Tabane

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Western Cape Regional Office - 2 x 20 litres of water per week.	96 X 20L
The service provider would be required to deliver water at the following addresses: <ul style="list-style-type: none">• Head Office - 270 George Road, Noordwyk, Midrand;• KwaZulu Natal/ Free State Regional Office - Thekwini TVET College: 262 Daintree Avenue, Asherville Durban;• KwaZulu Natal/ Free State Regional Office - Motheo TVET College Cnr George & Church Street, Bloemfontein 9302; and• Western Cape Regional Office - Northlink TVET College, Tygerberg Campus, Rothschild Boulevard, Panorama.	

2. ADMINISTRATIVE REQUIREMENTS

- Quote/Pricing with a clear breakdown of Scope with total inclusive of VAT.
- Completed and signed SBD4, SBD6.1.
- Valid Tax Compliance Pin issued by SARS.
- Valid B-BBEE Certificate or Sworn Affidavit.
- Central Supplier Database (CSD) Supplier Number.
- **E-mail quote and supporting documents to supplychain@cathsseta.org.za on or before the closing date and time as stated above.**