

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)**

Date issued	21 August 2024	RFQ number	RFQ/COS/041/2024
Closing Date:	26 August 2024	Closing Time:	11:00
DESCRIPTION:	Assemble and Dismantle the CATHSSETA Stand		

1. SCOPE OF WORK

SPECIFICATIONS

CATHSSETA is in possession of an exhibition stand for indoor events and invites service providers to submit proposals for the assembly and dismantling of the stand over a period of three (3) years. The service provider will be responsible for assembling and dismantling the stand for indoor events and expos in accordance with the provided specifications, ensuring that all components are securely installed. The estimated expos /Events are 8 per annum.

The below is the specification of the CATHSSETA stand. Item 1: Portable Reusable Exhibition Stand

Quantity: X1

Specification

- The CATHSSETA stand type: Fabric Pop-Up Stand with storage box.
- Light weight frame
- Graphic on fabric
- Carry bag 7 pcs
- G.W.: 91 kgs

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



- Meas.: 0.54 m3
- 2 pcs Flat 4w x 4h
- 2 pcs Flat 1w x 4h
- 2 pcs Flat 1h x 3h
- 1 pcs Counter 2m (Backlit-Double-200 x 100 x 34cm)
- 8 pcs L Connector
- 8 pcs Straight connector
- 6 pcs Spot LED crystal
- 6 pcs Spot LED connector

Images of the Stand



Assemble and Dismantle the CATHSSETA Stand

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Board Chairperson Mr David Themba Ndhlovu

Board Members Ms Margareth Edith Tukakgomo • Mr Moses Motha • Mr Kennilworth Itumeleng Dichabe • Mr Nkanyezi Joseph Ntuli
Mr Solomon Zawempi Mhlanga • Mr Thulaganyo Gaoshubelwe • Ms Sumayya Shanitha Khan • Ms Lesiroha Matshediso Lesutu
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2. ADMINISTRATIVE REQUIREMENTS

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

3. PRICING AND SPECIFIC GOALS EVALUATION

- 3.1. For the evaluation of this RFQ, the 80/20 preference points scoring system will be applied. This means 80 points are allocated to price and 20 points to specific goals as per the standard bidding document (SBD) 6.1 attached to this RFQ.
- 3.2. To claim points for specific goals, bidders will be required to complete, sign and submit SBD 6.1 together with a valid B-BBEE Certificate or Sworn Affidavit. Failure to submit the required documents, will result in zero points allocated to the bidding company.

4. RESPONSES/SUBMISSIONS

E-mail responses to supplychain@cathsseta.org.za on or before the closing date and time as stated above and no late responses will be accepted.