

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	02 October 2024	RFQ Number	RFQ/LPO/050/2024
Closing Date:	07 October 2024	Closing Time:	11H00
DESCRIPTION:		Catering for NTCE Workshop for 60 people	

1. SCOPE OF WORK

SPECIFICATIONS

Supply and deliver lunch at Limpopo Polokwane New Peter Mokaba Stadium; Magazyn Street Polokwane Central for 60 people.

Arrival Tea/Snacks – to be serve at 09h00

- Assorted muffins, + Scones,
- Sandwiches assorted
- Savoury platters
- Fruit platters
- Juice, coffee, tea and water

Lunch – to be served at 13h00

- Rice
- Pap
- Beef Stew
- Grilled Chicken
- Two salads
- Two vegetables

- Assorted cool drinks & Juice (60 cans)
- Water (60 bottles)
- Dessert

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.