

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  
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## 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>13 January 2025</b>	<b>RFQ Number</b>	<b>RFQ/COS/072/2024</b>
<b>Closing Date:</b>	<b>17 January 2025</b>	<b>Closing Time:</b>	<b>11H00</b>
<b>DESCRIPTION:</b>		<b>Provision of ICT Training</b>	

The CATHSSETA seeks to appoint a SETA accredited training provider with unit standard aligned courses with experience to facilitate training on ICT courses.

### 1. SCOPE OF WORK

- The training should be unit standard aligned, and certificates of competence are to be issued by the training provider.
- IT training should be certified and where applicable include examinations. Certificates of competence are to be issued by the training provider.
- All training to be conducted online via Ms Teams, unless otherwise required by training provider.
- The training provider should also offer public courses to accommodate for mixed class attendance and not only train CATHSSETA employees. The training provider should have a pool of attendees to increase engagement and participation amongst delegates during the training session.

Board Chairperson Mr David Themba Ndhlovu

Board Members Ms Margareth Edith Tukagomo • Mr Moses Motha • Mr Kennilworth Itumeleng Dichabe • Mr Nkanyezi Joseph Ntuli  
Mr Solomon Zawempi Mhlanga • Mr Brett Tungay • Ms Lesiroha Matshediso Lesutu • Ms Rachel Phiri • Mr Tabane Manene

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SPECIFICATIONS		
<u>ICT Training</u>	DURATION	NUMBER OF EMPLOYEES
1. CISCO Certified Network Professional Core with exam	1-2 days	1 employee (skilled level)
2. AZ 900	2-3 days	1 employee (skilled level)
3. CompTIA Security with exams (Cybersecurity qualification)	2-3 days	1 employee (skilled level)

## 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.

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#### **4. RESPONSES/SUBMISSIONS**

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.

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