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## SERVICES REQUISITION FORM

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

<b>Date issued</b>	13 June 2023	RFQ number	<b>RFQ/RME/22/2023</b>
<b>Closing Date:</b>	15 June 2023	<b>Closing Time:</b>	14h00pm
<b>DESCRIPTION OF SERVICES</b>	<b>CATERING SERVICES FOR SSP STAKEHOLDER ENGAGEMENTS</b>		

### 1. SCOPE OF WORK

Specification	Qty
<b>Catering Services at the NWU School of Business &amp; Governance (E3 Building), 36 Meyer Street, Potchefstroom</b>	2 days
<b>20 &amp; 21 June 2023 @ 08h30</b> <b>To be served at 09h00 for 25 pax.</b> <ul style="list-style-type: none"><li>Bottled still water</li><li>Assorted juices (cans)</li><li>Sweet and savoury (Halaal platter and vegetarian options) finger food; muffins/scones; fruits</li></ul>	

### 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 Central Supplier Database (CSD) Supplier Number.
- 2.6 All RFQ related responses must include the RFQ number as the subject matter.

E-mail responses to [supplychain@cathsseta.org.za](mailto: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 Tukakgomo • 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