

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 SPORTS SECTOR EDUCATION AND TRAINING
AUTHORITY (CATHSSETA)**

Date Issued	06 September 2023	RFQ Number	RFQ/COS/046/2023
Closing Date:	15 September 2023	Closing Time:	11h00am
Description Of Services	Supply of Branding and office signage		

OBJECTIVE

CATHSSETA is inviting service provider/s to provide branding and signage at its National Office in the Gauteng Region and at its two (2) Regional Offices based in the KZN and Western Cape regions.

SCOPE OF WORK

Supply, Branding and delivery of CATHSSETA signage to:


- 1. Head Office** (270 George Rd, Noordwyk, Midrand)
- 2. KwaZulu Natal** (262 Daintree Avenue, Thekwini TVET college, Asherville, Durban, 4091)
- 3. Western Cape Regional office** (Northlink College, Tygerberg campus, Rothschild Boulevard Panaroma, 7506)

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Items and Specifications	Quantity
 <p>Office Door Signage</p> <p>Item Weight - 99.8 g</p> <p>Package Dimensions - 26 x 18 x 2 cm</p> <p>Colour Silver, content in Black</p> <p>Size- 200x50mm</p>	9
<p>CATHSSETA mission and Vision:</p> <p>Located by the entrance glass window (Western Cape and KZN regional office)</p>	2

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<p>Sandblast vinyl</p> <p>Size: H:700mm x W:500mm</p> <p>Content: CATHSSETA Mission and Vision statement</p> <ul style="list-style-type: none"> • CATHSSETA logo in full colour 		
<p>Pull-Up banners</p> <p>Standard: 60cm x 160cm</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div data-bbox="204 1420 533 1809"> </div> <div data-bbox="671 1384 970 1787"> </div> </div>	<p>10</p>	

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Width – 60cm Length – 160cm Material: Non-curl PVC Aluminium frame Artwork: CATHSSETA will provide wording for the banners, the supplier will design and source relevant pictures and supply artwork for approval before final production.	
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ADMINISTRATIVE REQUIREMENTS

- Quote/Pricing with a clear breakdown of Scope with total inclusive of VAT.
- Completed and signed SBD4, SBD 6.1
- Valid Tax Compliance Pin issued by SARS.
- Valid B-BBEE Certificate or Sworn Affidavit.
- Central Supplier Database (CSD) Supplier Number.
- The Companies and Intellectual Property Commission (CIPC) should also be attached.
- All RFQ-related responses must include the RFQ number as the subject matter.

E-mail responses to supplychain@cathsseta.org.za on or before the closing date and time as stated above.