

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 SPORT SECTOR EDUCATION AND
TRAINING AUTHORITY (CATHSSETA)**

Date Issued	14 April 2025	RFQ Number	RFQ/LPO/001/2025
Closing Date:	17 April 2025	Closing Time:	16H00
Description of Services	SUPPLY AND DELIVERY OF CHEF GRADUATIONS PROMOTIONAL ITEMS		

1. SPECIFICATIONS/REQUIREMENTS

- 1.1 CATHSSETA is looking for a service provider to supply promotional items for the Chef Graduation Ceremony.
- 1.2 The required items are for 150 delegates for Durban and Johannesburg each.
- 1.3 The Items should have a sample by 25 April 2025
- 1.4 The items should be delivered at 270 George Road Noordwyk Midrand by the 02 May 2025 at 15h00.

Postal Address
 P.O. Box 1
 2128, South



**Octagon Glass
 Crystal Award
 Trophy with Gift
 Box**
 Telephone: 011 217 0600
 Fax: 011 783 7745

Features:

High-Quality
 Crystal Glass -
 Durable, elegant,
 and transparent
 for a sleek,
 professional look.
 3 Size Options -
 Available in
 Small, Medium,
 and Large to suit
 different award
 levels.
 Modern
 Octagonal Shape
 - A unique and
 sophisticated
 design perfect for
 formal
 recognition.
 Gift Box Included
 - Each trophy
 comes in a luxury
 presentation box,
 making it ideal for
 gifting.
 Large: A
 distinguished
 trophy for top
 achievements.

Branding

CATHSSETA
 LOGO (WHITE)

With the following
 wording:

Chef Qualification
 awarded to Name
 & Surname

Chef: A person
 who turns food
 into happiness

Add Cooking
 utensils symbol or
 chef shirt or
 spatula

Quantity

150

Time



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



	<p>BLACK+DECKER Colour White Special feature Portable, Lightweight Capacity6E+2 Milliliters Product dimensions 23D x 23W x 14H centimetres Material Plastic Included components 1 x Blender, 1 x Instruction Manual Style immersion blenders Recommended uses for product blending Power source Corded Electric</p>	<p>150</p>	
	<p>Gold Crepe Paper Wrap 1Pc 50X200Cm {material}</p>	<p>30</p>	

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



	Premium Paper Gift Bags (12 Pack) - S(15*6*20CM)		
--	--	--	--

2. ADMINISTRATIVE REQUIREMENTS

- 2.1. Quote/Pricing with a clear breakdown of Scope of 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. Service Providers are to provide a Portfolio of Evidence of at least three projects where similar work/project was rendered at State Owned Entities or government departments.
- 2.7. All RFQ related responses must include the RFQ number as the subject matter.
- 2.8. Failure to meet the requested specifications may result in financial penalties, including but not limited to:
 - 2.8.1. A deduction from the final payment to cover the costs of sourcing.

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



alternative items.

2.8.2. The appointed service provider will be expected to submit the items as per the deadline.

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