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

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	**22/09/2025**	**RFQ Number**	**RFQ/COS/029/2025**
Closing Date:	**25/09/2025**	**Closing Time:**	**15h00**
DESCRIPTION:		**Heritage Tour to Soweto for All CATHSSETA Staff**	

1. SCOPE OF WORK

SPECIFICATIONS
CATHSSETA requires a service provider that will deliver a one-day Heritage Tour to Soweto for all CATHSSETA staff. The tour will commence from CATHSSETA Head Office (270 George Road, Noordwyk, Midrand) at 09h30 to various cultural and historical site attractions in Soweto and should include a sit-down lunch at Vilakazi Street, and then back to the CATHSSETA Head Office at 15h00. The proposed date is on the 29th of September 2025. **Tour destinations but not limited to the list below:** FNB Stadium (outside) Diepkloof affluent suburbs Orlando towers & informal settlement Baragwanath hospital and taxi rank Freedom charter at the square Regina Mundi church (outside) Winnie Mandela & Desmond Tutu house Hector Pieterson museum & memorial Mandela house museum Credo Mutwa village Photographer on board

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Transport requirements:

2 x 56 seater luxury coaches

Transport allocation by age group

- 25-35
- 35-50
- 50-60

Light Refreshments on the bus:

- 2 Bottles of water (Sparkling and Still) per person
- 1 Energy bar per person
- 2 Pieces of fruit per person

Lunch to be served at 13h00

Spit Braai with 3 Salads and Starch (Dombolo or Pap)

NB: Service provider to submit other menu options to consider

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).

2.8 Copies of PDPs for the drivers.

2.9 Tour Guides must submit proof that they are registered with the South African Tourist Guides.

2.10 Proof of Food Safety from the chosen restaurant where lunch will be served.

3. PRICING AND SPECIFIC GOALS EVALUATION

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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.