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OFFICIAL SPECIFICATION FORM

OFFICIAL S	PECIFICATION F	ORM				
Specification for:	Request for a quotation of 03 officials to attend Emotional Intelligence training (Online) with					
	an accredited service provider.					
Chief Directorate:	Human Resource Management & Development					
Directorate:	Human Resource Utilisation and Development					
Was this service	reviously reques	ted in this current financial	Yes	No	X	
		s why it is requested again				
in your memo to p	orocure.					
Departmental Assets			Yes	No	Х	
Item Description:				Quantity	Quantity	
				Three (3) off	icials	
D ((ing for for distantion of	F Emetional Intelligence and I	oadorshin trair	ning		
Request for quotat	ion for facilitation of	f Emotional Intelligence and I	-eadership trail	""'g		
for three (3) official	s.					
Duration of course	: As per ser	vice provider				
Venue	: Online					
Number of trainees	s: 3 officials					
Requestor: Name (in print)		Signature		Date	Date	
E Baloyi/ Mamo		MADE		30/09/2025	30/09/2025	
		The state of the s				
Director/ Delegate: Name (in print)		Signature		Date	Date	
R Le Roux		Rekain		30/9/2015	30/9/2015	
Technical Enquiries: Name (in print)		Telephone Number E-mail address		41		

Note: Department doesn't provide tools of trade to the service providers

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