



REQUEST MEMO FOR GOODS/SERVICES

1. The goods/services, as reflected in the attached Annexure A, are required by this office for:

Description : Provisioning of Security Services- Sisonke district office

(When) : 01 April 2023

(Where) : 139A Margaret street, Oasis office suites 3&4 Ixopo
The estimated price for the goods/services is

NB: Allocation codes	User Section	Requisition number

Motivation / Reason:

Signed by: Phumelele Ngoongo
Signed at: 2023-03-01 11:53:16 +02:00
Reason: Witnessing Phumelele Ngoongo

Compiler /End user



Signature
Signed by: Phumelele Ngoongo
Signed at: 2023-03-01 12:10:18 +02:00
Reason: Witnessing Bhokani Richman Mn

____/____/2023
Date

SCMP



Signature
Signed by: Phumelele Ngoongo
Signed at: 2023-03-01 14:15:45 +02:00
Reason: Witnessing Ongeziwe Cingo

____/____/2023
Date

Approved (CCM)



Signature
Signed by: Phumelele Ngoongo
Signed at: 2023-03-01 21:33:04 +02:00
Reason: Witnessing Bheki Mbanjwa

____/____/2023
Date

Authorized (CEO)

Signature

____/____/2023
Date



KWAZULU-NATAL LIQUOR AUTHORITY GOODS AND SERVICES

PROPOSED DELIVERY DATE : 01 APRIL 2023

DELIVERY TIME :

**DELIVERY ADDRESS : 139A MARGARET STREET OASIS OFFICE SUITES
3&4, IXOPO**

Requisition No.		Business Unit:		Supplier	
No.	Description/ specification -		QTY Req.	Unit Price	Total Price
	Provisioning of Security Services- Sisonke district office				
1.	Request for a service provider to provide with security services at Sisonke district office for a period of 12 months starting from 01 april 2023 to 31 March 2024		03		
	Day shift		1		
	Night shift		1		
	Reserve		1		
	It is compulsory that the security company resides in the aforementioned district area.				
	To attach proof of residence				
	Psira Compliance Grade C				
			SUB-TOTAL		
			VAT		
			TOTAL		

End user's contact details

Name : Ms P Ngcengo

Telephone No : 031-302 0693

Items provider must provide

- Uniform
- Professionally done registers for visitors and laptops
- Monthly inspection report
- Protection equipment to their staff and inspect their staff