

Province of KwaZulu-Natal Department of Economic Development Requisition form for Goods / Services

To:	MANAGER: SCM	Requisition No.	<u>2085042507</u>
Requester's Official Name:	Zama Ngcobo	Delivery Address:	270 Jabu Ndlovu Street
Designation:	Administration Officer	Required Delivery Date:	01 April 2025
Business Unit:	Regulation Services		
Telephone Number:	083 290 6581		

REQUIRED GOODS / SERVICES (For all services/projects TOR must be attached together with the procurement strategy)

Full Description

Appointment of SITA for the provision of service and maintenance of the E-Permit system for the period of 01 April 2025 to 31 March 2028.

MOTIVATION FOR ACQUISITION:

EDTEA Regulation Services had entered into a 3-year agreement with SITA for them to provide services of the E-Permit system maintenance that was developed to assist municipalities with online business licensing and permitting. SLA was signed commencing from 02 April 2025 to March 2028, hence the request to appoint SITA for the financial year 2025/2026 is sent.

Official's Signature _____

Date: 07 April 2025

ALLOCATION OF EXPENDITURE

Funds	Voted
Responsibility	Regulation Service
Objective	Business Regulations
Project	E-Licensing System
Net Asset	Non-Asset Related
Regional Indicator	KZN Whole Province
Item	Ext. CompServ Sys., Maintenance System

Budget Allocation	R2, 232, 351.64
Less Expenditure	R
Less Commitments	R
Budget Available	R 2232 355.00
Projects/Goods/Services	R
Estimated Amount	

SITA ICT MNG SR: USER 547(HD)

Approved / Not Approved

Sanele Ngubane - Director

Responsibility Manager: Name and Rank:

Signed by: Sanele Oryen Ngubane
Signed at: 2025-04-07 16:18:21 +02:00
Reason: I approve this document

Signature: _____

Date: 07/04/25

Comments:

Budget Controller: N. LINDIE

Date: 01.04.2025

For SCM use only

ASSET MANAGEMENT / ICT UNIT

Condition of existing asset	Obsolete/ Redundant	Irreparable (Condition report for all IT equipment required)	Satisfactory	New
Name:	Signature:	Designation:		Date:

DEMAND SECTION

Does this appear on the procurement plan?	YES	NO	If not on procurement plan does a motivation exist	YES	NO
Name:	Signature:	Designation:		Date:	

ACQUISITION SECTION

Quotation Number.	Funding Approval	YES	NO
Name:	Signature:	Designation:	Date:

LOGISTIC SECTION

Award Approved by:	Name:	Date:	Total Cost:
Order No.:	Date:	Signature:	Designation:
Name:	Signature:	Designation:	Date: