

KwaZulu-Natal Department of Economic Development, Tourism and Environmental Affairs
Requisition form for Goods / Services

To	MANAGER: SCM	Requisition No.	202308140801
Requestor's (Official) Name:	Sthembiso Khanyi	Required delivery Date:	1 October 2023
Designation:	Chief Director: Security	Delivery address:	181 Hoosen Haffjee Street Pietermaritzburg, 3201.
Business Unit	Corporate Services		
Telephone Number			

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

Full Description
Request for provision of physical security for the Office of the MEC for a period of 3 months as per the attached TOR.

MOTIVATION FOR ACQUISITION: Request for physical security for the Office of the MEC for a period of 3 months as per the attached TOR.

Requestor's (Official) Signature 

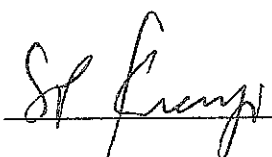
Date: _____

LOCATION OF EXPENDITURE

Funds	Voted
Responsibility	Auxiliary Services
Objective	Corporate Services
Project	No Project
Net Asset	Non-Asset Related
Regional Indicator	KZN Whole Province
Item	P/P: SAFEGUARD & Security

Budget Allocation	R 35530 000.00
Less Expenditure	R 9756 584.27
Less Commitments	R
Budget Available	R 25 773 415.73
Budget Estimate	R 772 775.82

Approved / Not Approved

Responsibility Manager: Name:  Rank: **CD:CS**

Signature:  Date: **30/08/2023**

Comments:

Certification of funds:

Budget Controller Name: **K. Gumede** Signature:  Date: **30/08/2023**

For SCM use only

ASSET MANAGEMENT / ICT UNIT				
Condition of existing asset	Obsolete/ Redundant	Irrepairable (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:		
Order No.:	Date:	Total Cost:		
Name:	Signature:	Designation:	Date:	