

FORM F ADD1

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

To
Requestor's (Official)
Name:

MANAGER: SCM
Nhlanhla Buthelezi

Designation:

**Deputy Director: Chemicals &
 Mineral Beneficiation**

Business Unit

Industrial Economic Hubs & SEZ

Telephone Number

063 299 9368

Requisition No.

2024/2507

Required delivery

06 December 2024

Date:

Delivery address:

**270 Jabu Ndlovu Street,
 Pietermaritzburg,
 3201**

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

Full Description

Procure, installation and commissioning of Electric Vehicle charging equipment and branding of parking bays in six (6) Sites, Five (5) EDTEA offices: Pietermaritzburg, Richards Bay, Port Shepstone, Newcastle and Durban. One (1) at the Dube Trade Port Corporation, La Mercy.

MOTIVATION FOR ACQUISITION:

The objectives of the EDTEA EV pilot project are to test and demonstrate the viability of EVs, to compare maintenance costs with the current department fleet and test whether EVs could improve efficiency (turn around response time). Moreover, this pilot is aimed at promoting awareness of EVs and to gather data on public charger usage, in order to provide information on its grid impact.

Requestor's (Official) Signature

Date: **20/11/2024**

ALLOCATION OF EXPENDITURE

Funds	Voted
Responsibility	Industry Development
Objective	Strategic Initiative
Project	Electric Vehicle & charging equipment
Net Asset	TRSP ACC&TRLRS
Regional Indicator	KZN Whole Related
Item	TRSP ACC&TRLRS
Infrastructure	NON INFRA S/A: CAP: TRANSP GRP

Budget Allocation	1 000 000
Less Expenditure	R 350 000.00
Less Commitments	
Budget Available	1 000 000
Budget Estimate	R 350 000.00

Approved / Not Approved

Responsibility Manager: Name: **Simphiwe Fikizolo**

Signature:

Rank: Director: IEH & SEZ

Date: **21/11/2024**

Comments:

Certification of funds:

Budget Controller Name: **G. MKOSI**

Signature:

Date: **22/11/2024**

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: