SARS Procurement

REQUEST TO PROCURE

RTP01

Procurement to Complete

Incident Tracking No.

Business Unit to Complete

Purchase Request Details

Name of Cost Centre: STATE WAREHOUSE ORTIA
Cost Centre code: 600080
Name of GL Account: DESTRUCTION OF GOODS
GL Account No.: 466020

Requestor Details

First Name(s) & Surname: NTHABISENG SEGANYE
Department: STATE WAREHOUSE
Designation: OPS MANAGER
S-ID Number: s 1036774
Tel No.: 0123346491
Requestor Signature:
Date (CCYY-MM-DD): 2023-08-06

Approver Details

First Name(s) & Surname: DIKELEDI MABONA
Designation: MANAGER
S-ID Number: s 1014380
Tel No.: 0835554540
Approver Signature:
Date (CCYY-MM-DD): 2023/08/11

Purchase Request Details

Purchase Type: Routine
Budgeted Value: R0 – R500k [X] > R500k [ ]
Commodity Type: Professional
Request Type: Once-Off [ ] Recurring Need [X] Other [ ] If "Other" please specify:

Description of Need/Request:

DESTRUCTION
- Goods to be destroyed using approved safe chemicals, and crush and bury.
- Goods have to be totally unusable after the destruction process.
- Destructions to be done at an approved destruction site.
- Appointed service provider to comply with the safe disposal methods as per Environmental Act and any other applicable disposals regulations
- Destruction Certificate from the destruction site to be produced after the destruction
- Bidders to attend a site visit at Iscor State Warehouse

Please indicate any supporting documents submitted with this application: Detailed Specification [X] Approved Business Case [ ] Other [ ]
If Other, specify:
Budgeted Guideline (Incl VAT): R 300,000.00
Required Delivery Date(CCYY-MM-DD): 2023-08-21
Total Quantity: 01
Goods to be Delivered? Yes [ ] No [X]
Your Reference No:
Is this an IT Related Request Yes [ ] No [X]

Cost Centre Manager Details

First Name(s) & Surname: CASSIUS SINTHUMULE
Designation: HEAD OF AIR CLUSTER
Budget Guideline: R 300,000.00
S-ID Number: s 1019563
Cost Centre Manager Signature:
Date (CCYY-MM-DD): 20230814

For Good Governance where a Cost Centre Manager is also a finance manager, the Authority to spend should be approved from a higher reporting line of authority.

Additional Signatories (if required)

First Name(s) & Surname	PHOKO SEPAILA
Position	OPS MANAGER
Designation	FINANCE
S-ID Number	S 1038864

Additional Signature

Date (CCYY-MM-DD) 2023-08-14

Destruction R300K