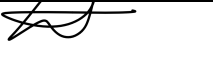


Motivation for Single Sourcing of a Preferred Supplier	
Business Unit	Communications & Stakeholder Engagement
Manager Name & Surname	Vukani Mnyandu
Nature of Service or Products:	Exhibition and Conference
Name of Supplier	Highway24 Trading
Amount budgeted	R90 850.00
Please put a check next to the applicable reason for single sourcing:	
Emergency cases: An emergency cases procurement may occur when there is a serious and unexpected situation that poses an immediate risk to health, life, property or environment which call an institution to action and there is insufficient time to invite suppliers to submit three quotations (Treasury Regulation 16A46.4)	
Single source: Single-Source Procurement: Is when there are multiple potential suppliers, but the selection is based on specific criteria (e.g. continuation, compatibility, warranties and guarantees). These may include but not limited to, services such as legal services where a procuring institution may wish to continue with a specific lawyer who is familiar with a legal case; or the procurement of a subscription to a financial journal that provides specific financial content. (Treasury Regulation 16A46.4)	X
Please include a short narrative on the reason for the motivation for single sourcing:	
The Communications & Stakeholder Engagement department requests approval to participate in the 2nd edition of the Embassies Business Fair and Conference to be held on the 8th-9th of September 2025, at the CSIR International Convention Centre hosted by Highway Trading. The conference & expo is aimed at providing insights to SMMEs/MSMEs who seek to venture into import and exports business and actively participate in the global economy. It will also provide opportunities for these companies to pitch their proposals for funding and other business support. Participating in this conference and expo events will also contribute towards the Communications & Stakeholder Engagement department achieving its Annual Performance Plan target of 20 conferences, exhibitions and webinars for the 2025/26 financial year. This will also provide the W&RSETA an opportunity to demystify the role of the W&RSETA for SMMEs/MSMEs in the country through publicity opportunities offered by the event organisers.	

APPROVAL

	Compiled by:	Budget confirmation by BU Manager	Supported by SCM Manager	Recommended by CFO	Approved by Accounting Officer
Title	Mr	Mr	Ms	Ms	Mr
Name	Desmond Mashao	Vukani Mnyandu	Mpho Mofokeng	Lindiwe Nhlapo	Tom Mkhwanazi
Signature					
Date	26 August 2025	26 August 2025		26.08.2025	26/08/2025

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	30/07/2018	

Comment	recommended	approved			
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