

NO	Description	Quantity (Graduates)	Unit Rate	Total cost (Exc.VAT)
01	Business communication and writing skills.	6		
02	Time management	6		
03	Labour Relations	6		
04	Diversity in the workplace	6		
05	Basic project management skills	6		
06	Email etiquette	6		
07	Dealing with harassment in the workplace	6		
08	Ethical decision making	6		
09	Accountability and delegation	6		
10	Stress management	6		
11	Situational Leadership	6		
12	Financial literacy	6		
13	Emotional Intelligence	6		
14	Business Management	6		
15	Catering services and drinks during the program (Breakfast, Tea, and lunch) 2024 group	6 Graduates		
17	Cost of venue around the Sandton area. (22 days yearly) (2024)	6		
18	Cost of venue around the Sandton area. (22 days yearly)	6		
19	Disbursement fees (Provide a capped lumpsum cost)			
20	Other (specify)			
Subtotal (Exc.VAT)				R
VAT (@15%)				R

2024 - Total (Inc.VAT)			R
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11	Situational Leadership	6		
12	Financial literacy	6		
13	Emotional Intelligence	6		
14	Business Management	6		
15	Catering services and drinks during the program (Breakfast, Tea, and lunch) 2025 group	6 Graduates		
17	Provide a venue around the Sandton area. (2025)	1		
18	Disbursement fees (Provide a capped lumpsum cost)			
19	Other (specify)			
Subtotal (Exc.VAT)				R
VAT (@15%)				R
2025 - Total (Inc.VAT)				R

Total for 2024 (Inc.VAT)	R
Total for 2025 (Inc.VAT)	R
Total (2024 +2025) (Inc.VAT)	R