



## correctional services

Department:  
Correctional Services  
REPUBLIC OF SOUTH AFRICA

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### **REQUEST TO SUBMIT THE DEPARTMENTAL NEEDS FOR TRANSVERSAL THAT WERE OMITTED DURING COMPILATION OF INITIAL PROCUREMENT PLAN: RT CONTRACTS.**

1. It has come to the attention of the Directorate Procurement that end-users omitted to submit their needs to participate on the Transversal contracts at National Treasury during the 2024/2025 procurement plan.
2. End-user departments are therefore requested to submit their needs, so that procurement unit can do an addendum on the procurement plan to include all the omissions.
3. Your submissions must include BD 28 (form for confirmation of funds), budget and nominees to serve on Bid specification committee and Bid evaluation committee Directorate Procurement for attention.

R.M Ramorola  
J.B Sibanyoni  
N.K Stefaans

4. Your request should reach Procurement not later than 09/09/2024.
5. Your prompt response in this matter will be highly appreciated.

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**Acting Director: Procurement**

**E.L Motoma**

**Date:** 2024/09/05