

WESTERN CAPE EDUCATION DEPARTMENT
WES-KAAPSE ONDERWYSDEPARTEMENT

NO.

REQUISITION FOR FURNITURE/
REKWISISIE VIR MEUBELS

**2023/24 FINANCIAL YEAR/
2023/24-BOEKJAAR**

Complete in **DUPLICATE**: Retain one copy and send the original to the district office.
Voltooi in **TWEEVOUD**: Behou een afskrif en stuur die oorspronklike aan die distrikskantoor.

NAME OF SCHOOL/
NAAM VAN SKOOL:
CEMIS NO./
SOBIS-NO.:

STREET ADDRESS/
STRAATADRES:

DISTRICT OFFICE/
DISTRIKSKANTOOR:

CIRCUIT/
KRING:



This requisition is for the ordering of FURNITURE only.
Hierdie rekwisisie is slegs vir die bestelling van MEUBELS.

ITEM NO	ITEMS	UNITS/EENHEDE
1	GRADE "R" STACKABLE STEEL FRAME CHAIR	
2	GRADE "R" STEEL FRAME TABLE	
3	LOWER PRIMARY STACKABLE STEEL FRAME CHAIR	
4	LOWER PRIMARY STACKABLE STEEL FRAME DOUBLE TABLE	
5	HIGHER PRIMARY STACKABLE STEEL FRAME CHAIR	
6	HIGHER PRIMARY STACKABLE STEEL FRAME DOUBLE TABLE	
7	SECONDARY STACKABLE STEEL FRAME CHAIR	
8	SECONDARY STACKABLE STEEL FRAME 550 mm SINGLE TABLE	
9	SECONDARY STACKABLE STEEL FRAME 750 mm SINGLE TABLE	
10	GRADE "R" TABLETOP COMPONENT	
11	LOWER PRIMARY DOUBLE TOP COMPONENT	
12	HIGHER PRIMARY DOUBLE TABLETOP COMPONENT	
13	SECONDARY 750 mm SINGLE TABLETOP COMPONENT	

14	SECONDARY DOUBLE TABLETOP COMPONENT	
15	LABORATORY STOOL (SECONDARY)	
16	LABORATORY STOOL (PRIMARY)	
17	LABORATORY TABLE	
18	PRINCIPAL HIGH BACK SWIVEL AND TILT CHAIRS	
19	PRINCIPAL OFFICE CHAIR WITH ARMREST	
20	PRINCIPAL DESKS WITH THREE LOCKABLE DRAWERS	
21	PRINCIPAL CUPBOARD: GLAZED DOOR BOOKCASE	
22	VISITORS' CHAIRS – SLEIGH BASE SIDE CHAIRS	
23	TYPIST CHAIR	
24	LIBRARY READING TABLES	
25	STEEL CUPBOARDS	
26	STEEL FILING CABINETS	
27	CLASSROOM BOOKSHELVES FOR LEARNERS	
28	UPHOLSTERED TEACHER'S CHAIR WITHOUT ARMS	
29	TEACHERS' DESKS WITH TWO DRAWERS	
30	STAFFROOM TABLE	
31	HALL CHAIRS	
32	TRAPEZIUM/TRAINING TABLE	
33	DOUBLE COMBINATION DESK (LOWER PRIMARY)	
34	DOUBLE COMBINATION DESK (HIGHER PRIMARY)	
35	DOUBLE COMBINATION DESK (SECONDARY)	
36	SINGLE COMBINATION DESK (SECONDARY)	
37	LOWER PRIMARY DOUBLE TABLE TOP COMPONENT	
38	LOWER PRIMARY DOUBLE COMBINATION DESK FRONT PANEL COMPONENT	
39	LOWER PRIMARY DOUBLE COMBINATION DESK SEAT COMPONENT	
40	LOWER PRIMARY DOUBLE COMBINATION DESK BACK SLAT COMPONENT	
41	HIGHER PRIMARY DOUBLE TABLE TOP COMPONENT	
42	HIGHER PRIMARY DOUBLE COMBINATION DESK FRONT PANEL COMPONENT	
43	HIGHER PRIMARY DOUBLE COMBINATION DESK SEAT COMPONENT	
44	HIGHER PRIMARY DOUBLE COMBINATION DESK BACK SLAT COMPONENT	
45	SECONDARY DOUBLE COMBINATION DESKTOP COMPONENT	
46	SECONDARY DOUBLE COMBINATION DESK FRONT PANEL COMPONENT	
47	SECONDARY DOUBLE COMBINATION DESK SEAT COMPONENT	
48	SECONDARY DOUBLE COMBINATION DESK BACK SLAT COMPONENT	
49	SECONDARY SINGLE COMBINATION DESKTOP COMPONENT	

50	SECONDARY SINGLE COMBINATION DESK FRONT PANEL COMPONENT	
51	SECONDARY SINGLE COMBINATION DESK SEAT COMPONENT	
52	SECONDARY SINGLE COMBINATION DESK BACK SLAT COMPONENT	

NOTICE: IN CASE OF A BURGLARY, THEFT, VANDALISM, STORM DAMAGE OR FIRE, A POLICE REPORT MUST BE ATTACHED TO ASSIST YOUR REQUISITION.

KENNISGEWING: IN DIE GEVAL VAN INBRAAK, DIEFSTAL, VANDALISME, STORMSKADE OF 'N BRAND MOET 'N POLISIEVERSLAG DIE AANSOEK VERGESEL.

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SIGNATURE OF PRINCIPAL/
HANDTEKENING VAN PRINSIPAAL

.....
NAME IN PRINT /
NAAM IN DRUKSKRIF

.....
DATE/
DATUM

.....
CHAIRPERSON OF SUB COMMITTEE/
VOORSITTER VAN SUBKOMITEE

.....
NAME IN PRINT/
NAAM IN DRUKSKRIF

.....
DATE/
DATUM

.....
CIRCUIT MANAGER/
KRINGBESTUURDER

.....
NAME IN PRINT/
NAAM IN DRUKSKRIF

.....
DATE/
DATUM