

## INVITATION TO BID

An invitation is hereby issued to suitably qualifying contractors to provide services as described on the table below:

Bid Number	Bid Description	Document Fee	Price and BBBEE	Compulsory Briefing Session	Closing Date
UKZN EOI 04/18	Provision of Learning and Development Training Services To The University of KwaZulu-Natal Human Resources Department	Free	80/20	05th June 2018 at 15h00 – Council Chamber UKZN Westville Campus	13 June 2018 at 12h00

**The University of KwaZulu-Natal is committed to the implementation of its Procurement Policy on Broad-based Black Economic Empowerment (BBBEE).**

**For enquires please contact Mr Michael Cloete on 031 260 3303 for technical matters, and Ms Zamokuhle Msimango on 031 260 3299/8081 for Procurement related matters.**

The compulsory bid returnables will be set out in the bid document.

Bid documents (available in English only) are obtainable from **09h00 on Monday, 28<sup>th</sup> May 2018 until Monday, 04<sup>th</sup> June 2018 at 16h00** from the University of KwaZulu-Natal, Westville Campus, Room 02-012, 08th Floor, Block L, Procurement Office, University Road. **Alternatively**, documents can be requested and shared via email. Requests can be sent to Zamokuhle Msimango, email address: **msimangoz@ukzn.ac.za**.

Only companies who are in possession of the Tender document will be allowed to attend the **COMPULSORY** Briefing Session to be held as stipulated in the table above.

No bid documents will be issued outside the time frames indicated. The Briefing Session Certificate must be presented at the briefing meeting and signed by the Client.

Sealed bids, endorsed on the envelope with **the applicable Bid No, the project name, closing date and time**, must be deposited in the bid box situated on Block L, Level 08, Westville Campus. No facsimile, late or electronic bids will be accepted. The University does not bind itself to accept the lowest bid and reserves the right to accept the whole or part of any bid. If you are not contacted within 120 days after the closing date of the tender, consider your tender unsuccessful.