

**HUMAN RESOURCES DEPARTMENT  
INVITATION TO BID**

An invitation is hereby issued to suitably qualifying service providers with relevant experience to provide services as described on the table below:

Bid Number	Bid Description	Document Fee	Price and BBEE	Compulsory Briefing Session Date	Closing Date
UKZN RFB 11/18	Appointment of Executive Search and Head Hunting Agencies to Assist in Filling of Executive Positions for The University of KwaZulu -Natal Human Resources Department on an "As And When" Basis for A Period of Three Years.	R1,000.00	80/20	06 August 2018 at 10h00, Council Chamber UKZN Westville Campus	14 August 2018 @12h00

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

The compulsory bid returnables will be set out in the bid document. Bid documents (available in English only) are obtainable from **14h00 on Monday, 30 July 2018 to Friday, 03 August 2018 at 16h00** from the University of KwaZulu-Natal, Westville Campus, Room 08-012, 8th Floor, Block L, Procurement Office, University Road, upon proof of payment of a **non-refundable fee of R1 000.00 PER DOCUMENT**, into the following bank account:

**Bank:** Standard Bank, **Branch:** Westville, **Branch Code:** 045426, **Account Name:** UKZN Main Account, **Account No:** 053080998, **Reference:** UKZN RFB 11/18 - V192.

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 the 8<sup>th</sup> Floor, Block L, 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 180 days after the closing date of the tender, consider your tender unsuccessful.

**For enquiries, please contact the Central Procurement Office by email [msimangoz@ukzn.ac.za](mailto:msimangoz@ukzn.ac.za) or Tel 031 260 3299.**