



UNIVERSITY OF
KWAZULU-NATAL™
INYUVESI
YAKWAZULU-NATALI

**HUMAN RESOURCE MANAGEMENT
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 BBEE	Compulsory briefing session	Bid closing date
RFB UKZN 02/23R	APPOINTMENT OF HEAD-HUNTING AGENCIES FOR HR RECRUITMENT FOR THE UNIVERSITY OF KWAZULU NATAL (UKZN)	R1000	80/20	5th February 2024 @ 10h00 VIA ZOOM	19 February 2024 @ 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 Mandisa Mbatani on Mbatani@ukzn.ac.za for technical matters

and Ms. Khumbuzile Kunene on KuneneK@ukzn.ac.za for All Procurement related matters.

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

Bid documents (available in English only) are obtainable from **Monday, 27th February 2024 until Friday 2nd February 2024, at 15H30** by request to Aphiwe Madinga on MadingaA@ukzn.ac.za, with a proof of payment of a **non-refundable fee** of **R1000 PER DOCUMENT**, into the following bank account:

Bank: Standard Bank, **Branch:** Westville, **Branch Code:** 045426, **Account Name** UKZN Main Account, **Account No:** 053080998, **Reference:** 2757-UKZN RFB 02/23R

No bid documents will be issued outside the timeframes indicated.

Only service providers with the full bid document will be allowed into the briefing session.

Bid Documents must be emailed electronically to Aphiwe Madinga at MadingaA@ukzn.ac.za.

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 working days after the closing date of the tender, consider your tender unsuccessful.

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