

**HUMAN RESOURCES  
INVITATION TO QOUTE**

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	Bid closing date
RFQ UKZN 36-24	Computer literacy and soft skills short courses	R100	80/20	20 May 2024 @ 12h00
RFQ UKZN 37/24	Human resources and employee management	R100	80/20	20 May 2024 @ 12h00
RFQ UKZN 38/24	Personal development and soft skills short courses	R100	80/20	20 May 2024 @ 12h00
RFQ UKZN 39/24	Professional and executive development short course	R100	80/20	20 May 2024 @ 12h00
RFQ UKZN 40/24	Middle and Junior management programme	R100	80/20	20 May 2024 @ 12h00
RFQ UKZN 41/24	Transformation committee training	R100	80/20	20 May 2024 @ 12h00

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

**RFQ 36/24 to RFQ 39/24:**

For enquires please contact Nhlakanipho Muthwa on [MuthwaN@ukzn.ac.za](mailto:MuthwaN@ukzn.ac.za) for technical matters and Kwazi Dlamini on [DlaminiK1@ukzn.ac.za](mailto:DlaminiK1@ukzn.ac.za) for Procurement related matters.

**RFQ 40/24 to RFQ 41/24:**

For enquires please contact Micheal Cloete on [CloeteM@ukzn.ac.za](mailto:CloeteM@ukzn.ac.za) for technical matters and Kwazi Dlamini on [DlaminiK1@ukzn.ac.za](mailto:DlaminiK1@ukzn.ac.za) 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 **16 May 2024 until 20 May 2024, at 15H30** by request to Kwazi Dlamini at [DlaminiK1@ukzn.ac.za](mailto:DlaminiK1@ukzn.ac.za), with a proof of payment of a **non-refundable fee** of **R100 PER DOCUMENT**, into the following bank account:

**Bank:** Standard Bank, **Branch:** Westville, **Branch Code:** 045426, **Account Name** UKZN Main Account, **Account No:** 053080998, **Reference:** V204 RFQ UKZN XX/24 (INSERT RFQ REFERENCE OF BID IN PLACE OF XX)

No bid documents will be issued outside the timeframes indicated.

Documents must be submitted electronically to [Centralprocurement@ukzn.ac.za](mailto:Centralprocurement@ukzn.ac.za). No facsimile or late 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 60 working days after the closing date of the tender, consider your tender unsuccessful.