

SWELLENDAM MUNICIPALITY



QUOTATION NOTICE

QUOTATION NO: SMQ21-25-26

PROVISION OF RECRUITMENT AGENCY SERVICES FOR THE APPOINTMENT OF SENIOR MANAGERS FOR A THREE (3) YEAR PERIOD

Official quotation documents are obtainable from Mr. K. Juries (Supply Chain Management Unit, 11 Lind Street, Swellendam) on tel: [028-5148500](tel:028-5148500) or email scm@swellendam.gov.za from **09 October 2025**.

Any technical enquiries can be made to Mr. P. le Roux via e-mail: pleroux@swellendam.gov.za.

Quotations must be submitted in a sealed envelope and must be clearly marked with the respective number and description. Quotations must be placed in the Municipal Quotation Box before **11h00** on **17 October 2025**, situated at the **Supply Chain Management Offices**, 11 Lind Street, Swellendam. Quotations may only be submitted on the prescribed documents and must include a valid Tax Compliance Status **PIN** as issued by **SARS**.

Late quotations and quotations received by E-Mail or Facsimile will not be considered. Quotations will be evaluated and adjudicated in accordance with the Swellendam Municipality's Preferential Procurement Policy and its Supply Chain Management Policy. The **80/20**-point system will be applicable. The Council does not bind itself to accept the lowest or any quotation and reserves the right to accept a quotation in full or a part thereof.

Special Conditions of bid:

1. Provide written proof of assessment done for competency-based assessment for senior managers made in terms of GN No.21 as published in Government Gazette No.37245 and three (3) contactable Municipalities as reference where assessment was done successfully the past five years as accredited assessor.
2. Provide proof of accreditation to conduct competency assessments of senior managers in terms of the Regulation on the Appointment and Conditions of Employment of Senior Managers, 2014.

Please Note:

- Quotation / Quotation box is open 24/7. Standard size of opening is: 10cm high and 33cm wide;
- All Technical inquiries **MUST** be in writing to the responsible official on this advert;
- No inquiries will be handled on the last **Two (2)** days before closing.

Bids shall remain valid for a sixty (60) day period calculated from the bid closing date.

A. VORSTER
MUNICIPAL MANAGER
P.O. BOX 20
SWELLENDAM, 6740
NOTICE NO.T91/2025