

## SWELLENDAM MUNICIPALITY



### QUOTATION NOTICE

**QUOTATION NO: SMQ07/23/24**

#### **PROVISION OF RECRUITMENT AGENCY SERVICES FOR APPOINTMENT OF SENIOR MANAGER**

Official quotation documents and specifications are obtainable from Mr. J. Scholtz (Supply Chain Management Unit, 11 Lind Street, Swellendam) on Tel: [028-5148500](tel:028-5148500) or email [scm@swellendam.gov.za](mailto:scm@swellendam.gov.za) from **10 August 2023**.

Any technical enquiries can be made to Mr. P. Le Roux tel. no. 028-5148500 or e-mail: [pleroux@swellendam.gov.za](mailto: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 **18 August 2023**, 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:**

- Provide written proof of assessment done for competency-based assessment for senior managers and three (3) contactable Municipalities as reference
- Provide proof of accreditation to conduct competency assessments

#### **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 ninety (60) day period calculated from the bid closing date.

**A VORSTER**  
**MUNICIPAL MANAGER**  
**P.O. BOX 20**  
**SWELLENDAM, 6740**  
**NOTICE NO. T71/2023**