



**SUPPLY CHAIN MANAGEMENT UNIT**  
**OLD FORT ROAD DURBAN**

16 March 2016

**CONTRACT RE - ADVERT**

**To:** - 1. Head: Supply Chain Management Unit, Durban  
2. Head: Legal Services

**A compulsory briefing session will be held on 18 March 2016 at 10H00. Service providers are to meet at 13th Floor Shell House (Room 10)221 Anton Lembede Street, Durban; failure to attend will invalidate the contract.**

**CONTRACT NUMBER: 7Z - 19534**

**DESCRIPTION:**

**PROVIDE SKILLS PROGRAMME TO 11 TRAINERS**

- Initiating Disciplinary enquiries based on the Unit Standard number 11286
- Chairing Disciplinary enquiries based on the Unit Standard number 10985
- Managing Poor Performance and Incapacity based on Unit Standard number 9263
- Interviewing Skills for Panel members based on Unit Standard number 12140

**CLOSING DATE FOR QUOTATIONS: - 2016, 23 March AT 11H00**

**PLEASE NOTE FOLLOWING REQUIREMENTS:-**

- 1.** Sealed quotes must be dropped off in the quotation box at Corporate Procurement Building Archie Gumede Place. Envelope must clearly marked with contract number.
- 2.** Valid tax clearance must accompany quotes, quotes must state lead time, availability and contact details,(name, telephone number)
- 3.** Quotes will only be accepted from suppliers who are registered on the eThekweni Municipality database, or be in a position to do so within closing of this request for quotation.

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**SENIOR MANAGER: CORPORATE PROCUREMENT**