



# INVITATION TO TENDER

**Tender No.: 2009/019**

## Recruitment of Permanent/Temporary Staff & Labour Broking Services

Umgeni Water is a state owned business enterprise that operates within the South African legislative parameters of the Water Services Act, Act 108 of 1997, PFMA 1 of 1999 and Public Audit Act of 2004. The organisation is directly accountable to the Department of Water Affairs and Forestry. The primary function of Umgeni Water is to supply treated water in bulk to its municipal customers.

**Umgeni Water wishes to procure the services of recruitment agencies for permanent and temporary staff and labour broking services for both the Pietermaritzburg and Durban areas. Companies wishing to submit tenders must be registered with APSO (Association of Personnel Service Organisations).**

**Evaluation Method:** SANS Method 4 (Functionality, Price and Preference) – 60% Functionality and 40% price and the 90/10 point scoring system as per PPPFA will be applied.

**Tender documents may be collected from:** 310 Burger Street, Pietermaritzburg 3200 during working hours on **29 June to 02 July 2009**. A non-refundable tender deposit of **R200.00**, payable in cash or by bank guaranteed cheque made out in favour of Umgeni Water, is required on collection of the tender documents.

**A compulsory briefing session** will be held at 310 Burger Street, Pietermaritzburg on **Thursday, 02 July commencing at 10h00**.

**Queries relating to the issue of these documents may be addressed:** Mr. Indran Moodley, e-mail: [indran.moodley@umgeni.co.za](mailto:indran.moodley@umgeni.co.za) Tel: (033) 341 1090, Fax: (033) 341 1101.

**CLOSING TIME & DATE FOR RECEIPT OF TENDERS:** 12h00 on 16 July 2009.

Telephonic, telegraphic, facsimile, electronic, e-mail and late tenders will not be accepted. Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data. It is the tenderers' sole responsibility to ensure that tenders are placed in the tender box and only Tenders that have been placed in the tender box before the stipulated closing date will be considered. The tender box is available to the public 24 hours per day and 7 days per week. Tenders may only be submitted on the tender documentation that is issued.

**Umgeni Water reserves the right not to award this tender to any tenderer(s).**