

RESEARCH DIVISION

An Invitation Is Hereby Issued To Suitably Qualified Contractors To Provide Services As Described In The Table Below:

Bid Number	Bid Description	Document Fee	Price and BBBEE	Compulsory Briefing Session	Closing Date
UKZN EOI 03/18	Appointment Of A Panel Of Service Providers – Editors, Proof Readers, Indexers, Cover Designers And Project Managers/ Managing Editors For A Period Of Two Years	R0.00	80/20	23 July 2018 at 10h00 – Council Chamber, UKZN Westville Campus	30 July 2018 at 12h00

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

For enquires please contact Ms Kholeka Mabeta on 031 260 5423 for technical matters, and Ms Zamokuhle Msimango on 031 260 3299/8081 for procurement related matters.

The compulsory bid returnables will be set out in the bid document.

Bid documents (available in English only) and obtainable on request from **09h00 on Monday, 16 July 2018 until Friday, 20th July 2018 at 15h30** from the University of KwaZulu-Natal, Westville Campus, Room 02-012, 08th Floor, Block L, Procurement Office, University Road, Documents may also be requested via email. **Email address: msimangoz@ukzn.ac.za.**

Only companies and individuals who are in possession of the Tender document will be allowed to attend the **COMPULSORY** briefing session to be held as stipulated in the table above.

No bid documents will be issued outside the time frames indicated. The Briefing Session Certificate must be presented at the briefing meeting and signed by the client.

Sealed documents marked **“APPOINTMENT OF A PANEL OF SERVICE PROVIDERS – EDITORS, PROOF READERS, INDEXERS, COVER DESIGNERS & PROJECT MANAGERS/ MANAGING EDITORS FOR THE UNIVERSITY OF KWAZULU-NATAL (WESTVILLE CAMPUS)** must be dropped off in the Expression of Interest box situated in UKZN Westville Campus: Procurement Office, L block building, Level 8, before stipulated time. Bidders may also courier their documents to UKZN Westville Campus: Procurement Office, L block building, Level 8. No facsimile, late or electronic 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 120 days after the closing date of the tender, consider your tender unsuccessful.