

PUBLISHED - FRIDAY, 06 NOVEMBER 2020



QUOTATION NO. Q40/2020/21 - APPOINTMENT OF A SERVICE PROVIDER TO CONDUCT ADVANCED SECRETARIAL TRAINING COURSE FOR FIVE (5) CORPORATE & SHARED SERVICES OFFICIALS

Polokwane Municipality would like to invite suitable and qualified service providers to bid for the above quotation service to **Conduct Advanced Secretarial Training Course for Five (5) Corporate & Shared Services Officials.**

Service providers who have an interest to bid for this quotation service should download the quotation document on the Polokwane Municipality website – www.polokwane.gov.za.

Complete quotation document, fully priced, signed and each page of the quotation document initialled must be sealed in envelope marked clearly the quotation number, quotation description above. Specification or Terms of Reference are included in the quotation documents.

The quotation document should be returned to the following address: **Polokwane Municipality Cnr. Landross Mare & Bodenstein Streets - Supply Chain Management (SCM) - Tender Office – Ground Floor – City of Polokwane.** Please indicate clearly on the envelope the quotation number and quotation description so that your document or courier could be easily identifiable.

- Enquiries in relation to the specification or terms of reference for **Quotation No. Q40/2020/21** should be directed to **Ms. Tshidi Komape - 081 355 3538 - Email: tshidi@polokwane.gov.za**

Closing date and time of the quotation is **Friday, 13 November 2020 at 11h00.** Quotation documents received after the closing date will not be accepted.

**MR. D.H. MAKOBE
MUNICIPAL MANAGER**