



## Vendor Expression of Interest Form Labour Hire and Recruitment Agencies

### Instructions

1. Please download and save this document and complete **ALL** sections below.
2. Once you have completed the form please click the "**Submit**" button.
3. Should you choose to supply any additional supporting documentation please attach to the submission email.

### CONTACT INFORMATION

|         |  |              |  |
|---------|--|--------------|--|
| Date    |  | Email        |  |
| Name    |  | Phone        |  |
| Positon |  | Company Name |  |

| NO | QUESTION                                                                                       | ANSWER |
|----|------------------------------------------------------------------------------------------------|--------|
| 1  | Please list your main office locations.                                                        |        |
| 2  | What is your recruitment speciality?                                                           |        |
| 3  | Please outline your Recruitment and Selection process.                                         |        |
| 4  | What is your guarantee period?                                                                 |        |
| 5  | What is your permanent hire fee?                                                               |        |
| 6  | What is your labour hire fee?                                                                  |        |
| 7  | What other services do you provide?                                                            |        |
| 8  | What differentiates your company from other Labour Hire/ Recruitment Agency service providers? |        |