



international relations & cooperation

Department:
International Relations and Cooperation
REPUBLIC OF SOUTH AFRICA

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ADDENDUM

Reference : **DIRCO 08/2018/19**
Enquiries : Ms I Kubayi; Mr C Seema; Ms E Mazibuko
Telephone : 012 351 1928/9198/8536
Fax : 012 329 1267

Sir/Madam

1. Bid No: **DIRCO 08/2018/19**
2. **REQUEST FOR PROPOSALS: INVITATION FOR BIDDER/S TO PROVIDE TRAVEL MANAGEMENT SERVICES FOR THE PERIOD OF 36 MONTHS, THREE (3) YEARS.**
3. Required at the O.R TAMBO Buildings, Pretoria.
4. **Closing date: 13 DECEMBER 2018 11 O'clock**
5. **A compulsory briefing session will be held on: 04th December 2018 10 O'clock at, OR Tambo Building, 460 Soutpansberg Road, Rietondale, Pretoria .**
6. The attached documents consist of this cover page and the following pages. Terms of Reference, SBD1, SBD3.1(year 1, 2 and 3), SBD4, SBD6.1, SBD8, SBD9, and General Conditions of Contract.
7. All documents accompanying this bid invitation must be completed in detail where applicable and returned with your bid.
8. Please make sure that your bid reaches this office before the closing date.
9. When submitting your bid, the following information **must** appear on the sealed envelope:
 - Name and address of bidder
 - DIRCO Number
 - Closing date

The envelope can be placed in the bid box at DIRCO New Head office Building, 460 Soutpansberg road Rietondale Pretoria.

Non-compliance with any of **the above** conditions will result in **your bid being disqualified.**

Yours faithfully

CHIEF DIRECTOR

DATE: 27/11/2018

Kgoro ya Tirisano le Tshomišano ya Dinaga tša Boditšhabatšhaba • Lefapha la Dikamano le Tshebedisano Dinaheng tsa Matjhaba • Lefapha la Dikamano tsa Boditšhabatšhaba le Tirisano • UMnyango Wezobudlelwano Nokubambisana Bamazwe Namazwe • Litiko Letebudlelwane Bemave kanye Nekusebentisana • ISebe lezobuDlelwane neNtsebenziswano yamZwe ngamaZwe • UmNyango weTjhebiswano nokuSebenzisana kweenTjhabatjhaba • Muhasho wa Vhushaka ha Dzilshakatshaka na Tshumisano • Ndzawulo ya Vuxaka bya Matiko ya Misava na Ntirhisano • Departement van Internasionale Betrekkinge en Samewerking