



# water & sanitation

Department:  
Water and Sanitation  
REPUBLIC OF SOUTH AFRICA

Directorate: Supply Chain Management Tender Office: Zwamadaka Building  
Private Bag x 313, Pretoria, 0002 Tel 012 336 8988/8670, Fax 012 336 7359 Web: [www.dws.gov.za](http://www.dws.gov.za)

Enquiries: Jacob Mabusela    Tel: 012 336 7240    Email: [mabuselaj@dws.gov.za](mailto:mabuselaj@dws.gov.za)    Ref: Ref: **W11465**

## INVITATION TO BID

**BID NUMBER AND DESCRIPTION: W11465: APPOINTMENT OF A TRAVEL MANAGEMENT COMPANY TO RENDER TRAVEL RESERVATION SERVICES WITHIN THE DEPARTMENT OF WATER AND SANITATION FOR A PERIOD OF THIRTY-SIX (36) MONTHS.**

**CLOSING DATE: 14 MAY 2024**  
**TIME: @ 11:00**

**BID DOCUMENTS OBTAINABLE FROM:**

Departmental website: [www.dws.gov.za](http://www.dws.gov.za) , National Treasury E-tender Portal

**COST OF DOCUMENTS:**

Free self-downloaded

**PAYMENT DETAILS:**

N/A

**DELIVER BID PROPOSALS TO:**

Bid proposals must be deposited into the Tender/ Bid Box situated at the entrance of Zwamadaka building,157 Francis baard street (formerly Schoeman street) Pretoria, 0002:by not later than the closing date and time indicated above. Bid proposals submitted after the closing date and time will not be considered.

**ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:**

| <b><u>SCM CONTACT PERSON</u></b>   | <b><u>TECHNICAL CONTACT PERSON</u></b>                         |
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| <b>Name:</b> Mr. Jacob Mabusela  | Ms Esther Mahamba  |
| <b>Tel:</b> (012) 336 7240   | 012 336 7983   |
| <b>Email:</b> <a href="mailto:mabuselaj@dws.gov.za">mabuselaj@dws.gov.za</a> | <a href="mailto:Mahambae2@dws.gov.za">Mahambae2@dws.gov.za</a> |

**Please be aware that the Department representatives at SCM will never call you and demand bribes in exchange for a tender; if this happens, please notify the Department.**