



international relations & cooperation

Department:
International Relations and Cooperation
REPUBLIC OF SOUTH AFRICA

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Reference : **DIRCO 07-2025-2025**

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NOTICE: CLARIFICATION ON THE BIDDING PROCESS

Sir/Madam

REF: Bid No: DIRCO 07/2025/2026 - INVITATION FOR SERVICE PROVIDERS TO SUBMIT PROPOSALS FOR THE APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE CLEANING SERVICES AT THE DEPARTMENT'S STATE PROTOCOL LOUNGES AT O.R. TAMBO, CAPE TOWN AND KING SHAKA INTERNATIONAL AIRPORTS FOR A PERIOD OF THREE (3) YEARS.

- Bidders may submit proposals for one or multiple categories as outlined below:
 - CATEGORY A: OR Tambo International Airport – Complete SBD 3.1.A (ORTIA)**
and/or
 - CATEGORY B: Cape Town International Airport – Complete SBD 3.1.B (CTIA)**
and/or
 - CATEGORY C: King Shaka International Airport – Complete SBD 3.1.C (KSIA)**
- A separate SBD 3.1 form must be completed for each category you wish to bid for. This means that Service providers must prepare separate SBD 3.1 for each category they are bidding for, in accordance with the requirements specified in the Terms of Reference.
- Please note that Bidders must attend compulsory briefing session for the category/s they wish to bid for only. This means that if you are bidding for all three airports then all briefing session must be attended.
- Compulsory briefing session is scheduled to take place physically as per below:

BRIEFNG DATE	SPL	CONTACT FOR ACCESS
13 January 2026 10:00am	OR Tambo International Airport SPL	Ms Tshivhase 0837787132
14 January 2026 10:00am	Cape Town International Airport SPL	Mr Oosthuizen 0636900414
15 January 2026 10:00am	King Shaka International Airport SPL	Ms Ngcobo 0324361315/6453/6454

Yours faithfully

CHIEF DIRECTOR

DATE

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