

# INVITATION COVER



Dear Sir/Madam

**BID CBE 8/2025: APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE TRAVEL MANAGEMENT SERVICES TO THE CBE FOR A PERIOD OF 3 YEARS**

The Council for the Built Environment requires the services as described per attached bid invitation. You are kindly requested to complete the bidding documents; and submit it in accordance with the under-mentioned stipulations:

The conditions contained in the attached annexures apply.

The bid must be submitted electronically to Mrs R Nanthlall Prithiviraj at [renusha@cbe.org.za](mailto:renusha@cbe.org.za) and the subject heading must contain the bid number and bid description.

***The bid must reach this office before the closing date and time (Please see below). Failure to do so will invalidate the bid.***

The closing date of the bid will be on **14 April 2026 at 11:00AM** and will be valid for a period of **90 days** after the closing date.

**The attached forms/annexures must be completed in detail and returned with your bid.**

***All communication regarding this bid before the closing date and time must be done in writing.***

You are requested to acquaint yourself with the contents of the attached General Conditions of Contract. By submitting a bid, the bidder will be bound by the General Conditions of Contract.