



APPOINTMENT OF A TRAVEL AGENCY FOR THE PROVISION OF
TRAVEL (FLIGHTS AND CAR HIRE), ACCOMMODATION AND
VENUE HIRE SERVICES AS AND WHEN REQUIRED FOR A
PERIOD OF 36 MONTHS

THEMBISILE HANI LOCAL MUNICIPALITY



**APPOINTMENT OF A TRAVEL AGENCY FOR THE PROVISION OF TRAVEL (FLIGHTS AND CAR
HIRE), ACCOMMODATION AND VENUE HIRE SERVICES AS AND WHEN REQUIRED FOR A
PERIOD OF 36 MONTHS**

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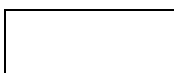
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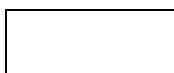
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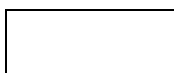
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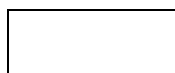
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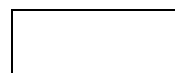
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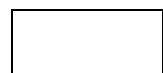
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Employer



Witness 1



Witness 2



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TENDERING PROCEDURES

THE TENDER

Part T1: Tendering Procedures

T1.1 Tender notice and invitation to tender

T1.2 Tender Data

Tenderer

Witness 1

Witness 2

3

Employer

Witness 1

Witness 2



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T1.1 TENDER NOTICE AND INVITATION TO TENDER

CONTRACT NO	DESCRIPTION	Technical Enquiries	PRICE PER BID DOCUMENT	CLOSING DATE
THLM/SCM16/2022 -2023/C02	APPOINTMENT OF A TRAVEL AGENCY FOR THE PROVISION OF TRAVEL (FLIGHTS AND CAR HIRE), ACCOMMODATION AND VENUE HIRE SERVICES AS AND WHEN REQUIRED FOR A PERIOD OF 36 MONTHS	Ms S.A NXUMALO Tel: 013 986 9105 Email: NxumaloL@thembisilehanilm.gov.za	R 671.86	15 February 2023 @12:00pm

Tender documents will be available on E-Tender Portal from the 27th January 2023 at www.etenders.gov.za. All inquiries will be addressed electronically. Bidders are encouraged to download the bid documents from the portal. The only time hard copies will be made available is if there are technical challenges from the E-Tender portal. Bidders are also urged to forward inquiries at least two weeks before closing of tenders to allow correspondence on time.

Sealed documents marked with the tender number “**CONTRACT NO: THLM/SCM16/2022-2023/C02 APPOINTMENT OF A TRAVEL AGENCY FOR THE PROVISION OF TRAVEL (FLIGHTS AND CAR HIRE), ACCOMMODATION AND VENUE HIRE SERVICES AS AND WHEN REQUIRED FOR A PERIOD OF 36 MONTHS**”, must be placed in the bid box at the municipality office in Kwaggafontein C no later than **12h00pm on the 15th February 2023**. Bids will be opened in public at the Municipal offices.

Please take note that no bid documents will be given to couriers unless the courier company is in possession of a letter on the official letterhead, confirming on behalf of the company the full details of the specific bid/bids to be collected and payment of the full amount payable for the bids is required.

The council reserves the right to either accept the whole or part of any bid, or not to appoint. Facsimiles or e-mailed documents will not be accepted. No awards will be made to a person who:

- Is in the service of the state
- If that person is not a natural person, of which any director, manager, principle shareholder or stakeholder is a person in the service of the state
- Who is an advisor or consultant contracted with the municipality or municipal entity.

Tenderer

Witness 1

Witness 2

Employer

Witness 1

Witness 2



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A Preferential Point system shall apply whereby a contract will be allocated to a bidder in accordance with the Preferential Procurement Policy Framework Act, Act No 5 of 2000 and as defined in the Conditions of Tender in the tender document, read in conjunction with the Supply Chain Management Policy of the Thembisile Hani Local Municipality where 80 points will be allocated in respect of price and 20 points in respect of specific goals.

The SCM inquiries: Ms. L. Sehlako Tel: (013) 986 9187 Email: sehlakol@thembisilehanilm.gov.za / Ms. F. Ntuli Tel: (013) 986 9141 Email: NtuliF@thembisilehanilm.gov.za. For Technical inquiries Ms. A.S. Nxumalo Tel: (013) 986 9105 Email: NxumaloL@thembisilehanilm.gov.za

CLOSING DATE: 15 February 2023

Municipal Manager- Mr. D.J.D. Mahlangu

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Tenderer

Witness 1

Witness 2

Employer

Witness 1

Witness 2