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Tel: (012) 399 0000, Fax: (012) 399 1440, Email: complaints@ipid.gov.za

Mr. S.T Sibuyi
The Director-General
The Civilian Secretariat for Police Services (CSPS)
Private Bag X922
PRETORIA
0001

Dear Mr. Sibuyi

REQUEST APPROVAL FOR IPID TO PARTICIPATE ON THE EXISTING CONTRACT ON TRAVEL AND ACCOMMODATION MANAGEMENT SERVICES OF THE DEPARTMENT OF CIVILIAN SECRETARIAT FOR POLICE SERVICES FOR A PERIOD OF TWELVE MONTHS

1. The Service Level Agreement (SLA) entered into by the Independent Police Investigative Directorate and Travel Adventure set to expire on 31 July 2025.
2. The bid IPID06/2024/25, for the appointment of a new service provider was advertised and closed on the 17th January 2025, and twelve (12) proposals were received on the closing of the bid. The Bid Evaluation Committee commenced on 24 February 2025 and sat on various dates, and the evaluation was concluded on the 07th of March 2025. Unfortunately, the bid could not be awarded, due to the identified discrepancies.
3. Then the BAC advised that the new Ad-hoc committee be appointed with an assistance from external personnel. The new appointed BEC commenced on 07th of July 2025, and could not be able to conclude with the evaluation due to certain factors that presented complexities which require clarity in order to ensure that the evaluation process remain fair, transparent, and compliant with applicable legislative and regulatory prescripts.
4. On the 17 July 2025, the Ad-hoc BEC sought clarity from National Treasury regarding the identified discrepancies on incomparable prices and the department was advised to cancel and re-advertise the bid.
5. The mandate of the department requires the investigators to travel across the provinces to carry out the investigations, responding to the crime scene and attending to the court matters or proceedings. The Travel and Accommodation Management Services is identified as critical services which the department cannot carry its mandate without it.
6. The Travel and Accommodation Management Services is a day to day service, and it is impractical for Supply Chain Management unit to source three (3) quotations for each travel request.

**independent police
investigative directorate**
Department
Independent Police Investigative Directorate
REPUBLIC OF SOUTH AFRICA

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7. It must be noted that when participation is granted, the IPID will have to enter into a separate own agreement / contract with the service provider appointed by the CSPS. The IPID will cover its expenditure on the use of the Travel and Accommodation Management Services.
8. The participation will be valid for a period of 12 months, commencing from the 1st of October 2025 and ending 30th September 2026, subject to your acceptance of participation.

Yours faithfully

[Signature]
Ms. D.J. Ndatseng

Executive Director

The Independent Police Investigative Directorate

Date: 31/07/2025

Date: 06/08/25

Mr. S.T Sibuya
The Director- General
The Civilian Secretariat for Police
Services

ACCEPTED / DECLINED

[Signature]