



REQUEST FOR PROPOSALS

RENDERING OF TRAVEL MANAGEMENT SERVICES FOR A PERIOD OF 3 YEARS

Tokologo Local Municipality would like to appoint a competent service provider registered on the National Treasury Central Supplier Database, for **travel management services**. This is a 36 months project wherein the municipality will enter into a service level agreement for the travel management services.

Tender documents containing the Conditions of Tender, Evaluation criteria as well as the applicable procurement terms and conditions will be available on the **05th November 2020** on E-tender portal at www.etenders.gov.za and the municipal website on www.tokologo.gov.za

When downloaded from the municipal website / E-tender portal, tender documents are uncontrolled and the responsibility lies with the bidder to ensure the printout is in line with the Authorized Version on the system.

Complete tender documents, fully priced and signed with all the necessary documents attached, must be sealed in an envelope marked "**RENDERING OF TRAVEL MANAGEMENT SERVICES**" as mentioned above. The closing date for submission of Tender bids is **30 November 2020 at 11h00**.

The Municipality shall adjudicate and award tenders in accordance with the Preferential Procurement Policy Framework of 2017, on 80/20 point system. Tenders will remain valid for 90 (ninety) days.

Enquiries related to this tender should be addressed to Ms. Crystal Geweldt at procurement@tokologo.gov.za

Municipal Address:

**MUNICIPAL MANAGER
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