



Enterprise iLembe is the Economic Development Agency of the iLembe District Municipality, responsible for Trade & Investment Promotion and Local Economic Development for the region

REQUEST FOR PROPOSALS

APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE PROVISION OF TRAVEL SUPPORT SERVICES FOR A PERIOD OF THREE YEARS

Enterprise iLembe hereby invites proposals from all suitably qualified and experienced travel management service providers in respect of travel support, on an ad hoc basis.

Please visit our website www.enterpriseilembe.co.za for copies of the Terms of Reference or e-mail your request to the contact person listed below. Any requests for further information for clarity purposes will be made available via e-mail.

Please place your completed proposal in a sealed envelope endorsed "**PROPOSAL FOR: THE APPOINTMENT OF A PANEL OF SERVICE PROVIDERS TO PROVIDE TRAVEL SUPPORT SERVICES FOR A PERIOD OF THREE YEARS**" in the Tender Box at Sangweni Tourism Centre, Cnr Link Road & Ballito Drive, Ballito on or before **25 January 2023 at 11h00**.

All proposals will be evaluated and adjudicated in terms of the approved Supply Chain Management Policy of Enterprise iLembe using the 80/20 points system as set out in the 2017 Preferential Procurement Regulations. Enterprise iLembe reserves the right not to accept any or portion of a proposal received under this call or give reasons for doing so.

Please note: All proposals must be submitted by hand to the tender box as no e-mailed or fax submissions will be accepted. Bidders using a courier service to deliver documents are responsible for ensuring that such delivered documents are physically deposited in the tender box before the tender closure. Tenders must be submitted during office hours as stated in the terms of reference. **No submissions will be accepted after the closing date and time, as stipulated above.**

Information Contact : Ms Kerry Vd Linde
Email: kerry@enterpriseilembe.co.za
Tel: 079 872 1993/ 032 946 1256

Mr L Mncube

Chief Executive Officer
Enterprise iLembe