

**15 SEPTEMBER 2025**

**ADDENDUM NO.: 1**

**RFB NO: 052/2025/EWSS/TRAVEL/RFB**

**APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE PROVISION OF TRAVEL MANAGEMENT SERVICES FOR A PERIOD OF 36 MONTHS**

Herewith please find addendum no.: 1 which forms an integral part of the above-mentioned RFB.

**PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM AS FOLLOWS:**

Complete the section below and without delay email a copy of this page to TCTA, email address [tenders03@tcta.co.za](mailto:tenders03@tcta.co.za); for the attention of the receiving officer to confirm that you have received this addendum.

Kindly note that you will be deemed to have received this notice should your acknowledgement of the receipt form below is not received on or before the bid closing date and time.

**Regards**

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**AZWI NELWAMONDO**  
**SENIOR MANAGER: SUPPLY CHAIN MANAGEMENT**

**I/We herewith acknowledge receipt of addendum no.:1 for RFB no.: 052/2025/EWSS/TRAVEL/RFB**

**Name & Signature: ..... Date: .....**

**On behalf of: .....**

## **ADDENDUM NO. 2**

1. Additional scope of work:
  - a. 8.10.4. The booking of long-term accommodation for TCTA's project sites. Upon approval of the accommodation by TCTA, the successful bidder must enter into a lease agreement on behalf of TCTA for the duration of the contract.
2. Annexure F - Financial Proposal Annexure revised:
  - a. New line is added to the financial proposal to include long-term accommodation service fee services.
  - b. The Conference / Events / Workshops Bookings line-item provision has been made for a percentage field which has been linked to the estimated cost over the term of the contract.
3. Amendment to RFB
  - a. Page 9 of the RFB, Table A amended to bring it in line with the Financial Proposal.