

## **ADDENDUM NO.1**

**THE FOLLOWING CLARIFICATIONS MUST BE READ AS PART OF THE TENDER NOS.:**

**RFP129/2026: APPOINTMENT OF SUITABLE SERVICE PROVIDER(TMC) TO PROVIDE SEAMLESS, COST-EFFECTIVE, AND POLICY-COMPLIANT TRAVEL MANAGEMENT SOLUTIONS FOR DBSA FOR THE PERIOD OF FIVE YEARS.**

### **1. CLARIFICATION/AMENDMENT TO THE MANDATORY, CLOSING DATE AND COMPULSORY BRIEFING REQUIREMENTS.**

Please be advised that one element within the mandatory is **clarified**.

This communication therefore serves to **rectify that**, as indicated below:

| Description                                                                                    | Evidence                                                                                  | Compulsory requirement | Comments                                                                                                                                                                                 |
|------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Proof of registration with Association of South Africa Travel Agency (ASATA) Membership</b> | Bidders are required to submit their ASATA valid license or certificate (certified copy). | <b>Yes</b>             | Please note the requirement is no longer compulsory as ASATA is a voluntary association.                                                                                                 |
| <b>Compulsory briefing</b>                                                                     | MS teams attendance                                                                       | <b>Yes</b>             | Please note that the requirement is no longer compulsory. DBSA will be conducting another session, and bidders are requested to refer to the non-compulsory session date provided below. |

Kindly note that all other criteria remain unchanged and must be read in conjunction with this addendum.

### **2. ELECTRONIC SUBMISSIONS**

- Bidders that wish to submit a clarification response by completing, signing this letter and must send it via an email to [tumim@dbsa.org](mailto:tumim@dbsa.org)

### **3. NON-COMPULSORY BRIEFING SESSION:**

- Date: Thursday, September 03, 2026
- Time: 10:00am
- Venue: MS Teams meeting Link : [Briefing Session Link](#)



D Makhura (Board Chairman),  
P Nqeto (Board Deputy Chairman)

B Mosako\* (Chief Executive), K Brown, B Hore, D Lerutla, MP Matji,  
Z Mbele\*, L Milne, D Moephuli, J Muthige, C Naidoo, J Netshitenzhe,  
B Nqwababa, E Pieterse

\*Executive  
Bathobile Sowazi (Company Secretary)

1258 Lever Rd,  
Headway Hill,  
Midrand,  
1685

011 313 3911  
011 313 3500  
[www.dbsa.org](http://www.dbsa.org)

#### 4. DEADLINE FOR RESPONDING

Please note that the closing date for bidders' responses on the above has **changed** as follows.

**Closing date : Friday, 11 September 2026 // Closing time: 23H55**

**All other information submitted as per invitation received, apart from those stated above, remains unchanged and should be utilized accordingly.**

#### NOTED BY:

Signed by:

*Mpumelelo Nhlangulela*

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20/08/2026

Mpumelelo Nhlangulela

**DATE**

Head: SCM Lending



D Makhura (Board Chairman),  
P Nqeto (Board Deputy Chairman)

B Mosako\* (Chief Executive), K Brown, B Hore, D Lerutla, MP Matji,  
Z Mbele\*, L Milne, D Moephuli, J Muthige, C Naidoo, J Netshitenzhe,  
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