ANNEXURE B

Letter of confirmation of experience of the employees

Supply Chain Management
Head Office
SASSA House
501 Prodinsa Building
Cnr Steve Biko and Pretorius Streets
Arcadia

Re: Letter of confirmation of experience of the employees.

Dear Sir

I _____**(Initials and Surname),** the **CEO/Managing Director** of _____**(Company name)** hereby confirm that, if appointed as the service provider to render Travel Management Services for SASSA Head Office and nine (9) Regions, in relation to the **SASSA bid……** we shall provide team to SASSA Head Office and nine (9) regions , in line with the requirements specified in the Terms of Reference as follows:

1. The Operations Manager shall have a minimum of 3 (three) years' experience in the Travel Industry.

2. The Key Accounts Manager shall have a minimum of 3 (three) years' experience in the Travel Industry.

3. The Finance Manager shall have a minimum of 3 (three) years' experience in Financial Management for accurate invoices and statements and overall financial management of multiple Travel Accounts.

4. The Team Leader/ Office Manager shall have a minimum of 3 (three) years' experience in the Travel Industry.

Kind regards

Signature: _____

Surname and Initials: _____

Date: _____