



**SOUTH AFRICAN EMBASSY
LONDON**

SOUTH AFRICAN EMBASSY TRAFALGAR SQUARE, WC2N 5DP, UNITED KINGDOM, LONDON

Reference : DIRCO 07-2026-2027- Invitation Letter
Enquiries : Mr V Kgwale
Email : kgwalev@dirco.gov.za

Sir/Madam

1. Bid No: **DIRCO 07-2026-2027**
2. The South African High Commission in London, UK hereby invites potential bidders to submit proposals for the appointment of a Project Management Company to manage and implement the planning, architectural designs, tender process and construction monitoring for the upgrading of the chancery
3. The bid document/terms of reference must be collected at South African Embassy, Trafalgar Square, WC2N 5DP, United Kingdom, London
OR
4. Bidders can access and download the terms of reference using the link or alternatively visit the Embassy website: <http://www.dirco.gov.za>
5. Services are required at the South African Embassy in United Kingdom, London
6. **Closing date: 22 October 2026 Time 13:00.** Please make sure that your bid reaches this office before the closing date.
7. **A compulsory briefing session will be held on 08 October 2026 at 10:00 am on MS Teams (link to be shared or send an email to kgwalev@dirco.gov.za to request the link for the session)**
8. All documents accompanying this bid invitation must be completed in detail where applicable and returned with your proposal.
9. When submitting your bid, the following information **must** appear on the sealed envelope:
 - **Name and address of the bidder**
 - **Bid Number**
 - **Closing date**
10. The envelope can be placed in the bid box, Address: South African Embassy, Trafalgar Square, WC2N 5DP, United Kingdom, London
11. Non-compliance with any of the above conditions will result in your bid being disqualified.

Yours faithfully

Mr V Kgwale
Minister: Admin

Date: