

## Scope of Work

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#### I. SCOPE OF SOLICITATION

Clemson University is seeking bids for airline tickets, lodging facilities, ground transportation and touring activities as detailed in Section III – Scope of Work/Itinerary for the National Scholars Program Students.

An Award will be made to one offeror who is responsive, responsible and offers the most advantageous pricing for the University.

#### II. INSTRUCTIONS TO OFFERORS

Regardless of specific requirements below or in this document, Offerors are required to submit their proposal electronically through the Clemson University online bidding system. To do so you must login (registering first) at <https://sciquest.ionwave.net/prod/default.aspx?company=clemson>, and follow specific instructions for this solicitation. You should register several days in advance of the bid closing date so you can be approved and login in time to submit a response.

Offerors are to attach a separate document that details breakout cost of travels per airline tickets, lodging, ground transportation and touring activities and admissions. A total lump sum price is to be entered into buyWays on Line #1.

#### III. SCOPE OF WORK / ITINERARY

##### General

**Total travellers – 17**

Offerors are to provide the below listed requirements for this travel service bid. Please read the details carefully for the required airline travels, lodging, ground transportation and the touring, activities and admissions. The touring activities will require a certified/trained guide for duration of the trip who speaks English, Afrikaans, and languages of areas visited.

- All travellers should depart US on same flight on June 4, 2014 from ATL-  
originating/returning airports listed below
- Porterage for 2 checked bags and 1 carry-on each
- On US to South Africa flight, require direct flight from ATL to Johannesburg

- All travelers going DUR to CPT on June 13, 2014 should be same flight
- Delta and partners preferred

**AIR**

1 traveller (JW)

**June 4:**

Depart ATL

Arrive Tambo/Johannesburg (JNB) on June 5

**June 8 (early):**

Depart Tambo/Johannesburg (JNB)

Arrive Nelspruit/Kruger National Park airport (NLP)

**June 10:**

Depart Nelspruit/Kruger National Park airport (NLP)

Arrive Durban (DUR)

**June 13:**

Depart Durban (DUR)

Arrive Cape Town (CPT) by 2 pm

**June 18:**

Depart Cape Town

Return ATL

1 traveller (KM)

**June 4:**

Depart ATL

Arrive Tambo/Johannesburg (JNB) on June 5

**June 8 (early):**

Depart Tambo/Johannesburg (JNB)

Arrive Nelspruit/Kruger National Park airport (NLP)

**June 10:**

Depart Nelspruit/Kruger National Park airport (NLP)

Arrive Durban (DUR)

**June 13:**

Depart Durban (DUR)

Arrive Cape Town (CPT) by 2 pm

**June 18:**

Depart Cape Town

Return ATL

1 traveller (JB)

**June 4:**

Depart ATL

Arrive Tambo/Johannesburg (JNB) on June 5

**June 8 (early):**

Depart Tambo/Johannesburg (JNB)

Arrive Nelspruit/Kruger National Park airport (NLP)

**June 10:**

Depart Nelspruit/Kruger National Park airport (NLP)  
Arrive Durban (DUR)

**June 13:**

Depart Durban (DUR)  
Arrive London

**June 21:**

Depart London  
Return ATL

3 travellers (AS, JL, PG)

**June 4:**

Depart CLT, connect ATL with group  
Arrive Tambo/Johannesburg (JNB)

**June 8 (early):**

Depart Tambo/Johannesburg (JNB)  
Arrive Nelspruit/Kruger National Park airport (NLP)

**June 10:**

Depart Nelspruit/Kruger National Park airport (NLP)  
Arrive Durban (DUR)

**June 13:**

Depart Durban (DUR)  
Arrive Cape Town (CPT) by 2 pm

**July 15:**

Depart Cape Town NO EARLIER THAN 6 pm  
Return CLT

2 travellers (SW, ZG)

**June 4:**

Depart ATL  
Arrive Tambo/Johannesburg (JNB) on June 5

**June 8 (early):**

Depart Tambo/Johannesburg (JNB)  
Arrive Nelspruit/Kruger National Park airport (NLP)

**June 10:**

Depart Nelspruit/Kruger National Park airport (NLP)  
Arrive Durban (DUR)

**June 13:**

Depart Durban (DUR)  
Arrive Cape Town (CPT) by 2 pm

**July 15:**

Depart Cape Town NO EARLIER THAN 6 pm  
Return ATL

1 traveller (CY)

**June 4:**

Depart BWI/IAD  
Arrive Tambo/Johannesburg (JNB) on June 5

**June 8 (early):**

Depart Tambo/Johannesburg (JNB)  
Arrive Nelspruit/Kruger National Park airport (NLP)

**June 10:**

Depart Nelspruit/Kruger National Park airport (NLP)  
Arrive Durban (DUR)

**June 13:**

Depart Durban (DUR)  
Arrive Cape Town (CPT) by 2 pm

**July 15:**

Depart Cape Town NO EARLIER THAN 6 pm  
Return BWI/IAD

1 traveller (KF)

**June 4:**

Depart BWI/IAD  
Arrive Tambo/Johannesburg (JNB) on June 5

**June 8 (early):**

Depart Tambo/Johannesburg (JNB)  
Arrive Nelspruit/Kruger National Park airport (NLP)

**June 10:**

Depart Nelspruit/Kruger National Park airport (NLP)  
Arrive Durban (DUR)

**June 13:**

Depart Durban (DUR)  
Arrive Cape Town (CPT) by 2 pm

**July 15:**

Depart Cape Town NO EARLIER THAN 6 pm  
Return BWI/IAD

7 travellers (GG, NK, KM, TR, JS, ST, EZ)

*These travelers will book their own transatlantic flights separate from this bid.*

**June 8 (early):**

Depart Tambo/Johannesburg (JNB)  
Arrive Nelspruit/Kruger National Park airport (NLP)

**June 10:**

Depart Nelspruit/Kruger National Park airport (NLP)  
Arrive Durban (DUR)

**June 13:**

Depart Durban (DUR)  
Arrive Cape Town (CPT) by 2 pm

## **LODGING**

### **3 singles, 4 doubles, and 2 triples in each location**

#### 3 nights (June 5, 6, 7) in Sandton City, adjacent to Sandton City shopping center

- 3-4 star lodging
- PREFER TSONGO HOTEL GARDEN CITY (<http://www.tsogosunhotels.com/garden-court/sandton-city/pages/overview.aspx>)
- Breakfast included

#### 2 nights (June 8, 9 ) at Kruger National Park, RSA

PREFER Bongani lodge: <http://www.bonganimountainlodge.co.za/>

- 3-4 star lodging
- Lodge should offer multiple game drives each day as part of package (below)
- Breakfast included each day

#### 1 night (June 10) in Durban

- 3-4 star lodging
- PREFER SOUTHERN SUN (<http://www.tsogosunhotels.com/hotels/elangeni-and-maharani/pages/overview.aspx>)
- Breakfast included each day

#### 2 nights, (June 11, 12) in Drakensbergs

- Breakfast included in booking
- PREFER CATHEDRAL PEAK: <http://www.cathedralpeak.co.za/>
- Multiple hiking options available at lodge (see below)
- 3-4 star lodging (prefer EG Cathedral Peak Hotel, or Hlalanathi Drakensberg Resort)

## **GROUND TRANSPORT (17 travellers plus luggage)**

- June 5: Transfer from JNB to Johannesburg hotel
- June 6, 7: Coach for full days of touring (below)
- June 8: Transfer from Johannesburg hotel to JNB
- June 8: Transport from Nelspruit airport to lodge
- *June 8-10: Game drives provided by lodge*
- June 10: Transport from lodge to Nelspruit airport
- June 10: Full Durban City driving tour (below)
- June 11: Depart Durban for Drakensberg lodge
- June 13: Transfer from Drakensberg lodge to DUR for flight to CPT

## **TOURING/ACTIVITIES/ADMISSIONS**

- Require certified/trained guide for duration of trip who speaks English, Afrikaans, and languages of areas visited
- **June 6-7: Johannesburg** (order of days can be changed):
  - DAY 1: Johannesburg city tour
    - Johannesburg Apartheid museum (from open, for 3 hours)
    - SOWETO (lunch, driving tour, at Mandela house, Hector Pieterse Museum)
  - DAY 2: Outside Johannesburg
    - Visit Voortrekker monument in Pretoria (short visit)
    - Lesedi Cultural Village (lunch, 3-hour visit and tour)
- **June 8-9: Kruger National Park**
  - Big game tours in Kruger for 17 travellers – prefer at least one morning and one evening drive –

prefer Bongani lodge

- **June 10: Durban**
  - Durban city tour (to include Victoria Street Market, City Hall, Francis Farewell Square, Kwa Muhle Museum, lunch at Village Walk...DO NOT NEED ADMISSION TO uSHAKA MARINE WORLD)
- **June 11-12: Drakensberg Mountains**
  - At Drakensberg lodge (prefer Cathedral Peak), require multiple hiking options each day for travelers to select independently