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Reference: T6/17/P

06 APR 2004

**TO: ALL HEADS OF DEPARTMENT
ALL MEMBERS OF THE MOTOR TRANSPORT ADVISORY COMMITTEE
ALL DEPARTMENTAL TRANSPORT OFFICERS**

MOTOR TRANSPORT SERVICES CIRCULAR 15 OF 2004

COMMENTS FOR INCLUSION IN NEW TENDER FOR FLEET MANAGEMENT OF OFFICIAL VEHICLES

1. The current Fleet Management contract expires on 31 July 2004. A copy of the specifications for the last Fleet Management tender to procure a full managed-maintenance service will be e-mailed to you for perusal.
2. In anticipation of developing the specifications for the new contract, and for identifying areas for improvement or different models that may better achieve the fleet management goals of the Province, it is imperative that key role-players provide input and any comments in respect of the aforementioned. Cognisance must be taken of the problems experienced with the current operating systems/mechanisms as well as service delivery that hinder the effective management of the fleet.
3. In view of the abovementioned, it would be appreciated if you will apply your mind to your experiences with the current Fleet Management contract over the last three years and submit your comments and suggestions for improvements in managing the Provincial fleet for inclusion in the new tender to the writer by no later than 14 May 2004.
4. Your co-operation and input in this regard would be greatly valued.

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For HEAD: TRANSPORT

POLICIES/CIRC 15 OF 2004

MOTOR TRANSPORT SERVICES DIRECTORATE

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