



SITA SOC Ltd, 459 Tsitsa Street, Erasmuskloof, Pretoria, South Africa • PO Box 26100, Monument Park, 0105, South Africa
Tel: +27 12 482 3000 • Fax +27 12 367 5151 • Reg. No 1999/001899/30 • www.sita.co.za

Our Ref: **RFB 3027/2024**
Enquiries: Konwaba Mbolekwa
Tel: 012 482 0000
Date: 21 October 2024

PROSPECTIVE BIDDERS

RFB 3027/2024 – The Appointment of Mechanical Consultant to provide Design and Specifications for the upgrade of all Office Air Conditioning system at the SITA Pietermaritzburg.

Bidders are invited to submit tender **RFB 3027/2024 – RFB 3027/2024 – The Appointment of Mechanical Consultant to provide Design and Specifications for the upgrade of all Office Air Conditioning system at the SITA Pietermaritzburg.**

NOTE:

A **Compulsory Physical Briefing session** will be held on **29 October 2024 at 10:00 AM.**

Venue: SITA, Natalia Building
333 Jabu Ndlovu Street
Pietermaritzburg
3201

The **Closing Date** for bid submission is **15 November 2024.**

Notes to the bidders:

- **CLOSING OF BIDS**

Bidders must submit their Bid responses through the tender box at Erasmuskloof (459 Tsitsa Street) at 11h00am on the Bid closing date **15 November 2024.**

- **ADMINISTRATIVE PRE-QUALIFICATION REQUIREMENTS**

Submission of bid response: The bidder has submitted a bid response documentation pack –

- (i) that was delivered at the correct physical or postal address and within the stipulated date and time as specified in the “Invitation to Bid” cover page, and;

- **BID PRICING SCHEDULE**

Bidders will complete the bid pricing schedule in the Excel spreadsheet format provided, include this as part of the hard copy submission documents as well as a memory stick.

Ms. M Mosidi (Chairperson), Prof. S Bvuma (Deputy Chairperson), Ms. Z Hill, Ms. O Ketsekile, Mr. L Keyise,
Ms. N Pietersen, Mr K Pillay, Mr. R Ramabulana, Mr. M Ratshimbilani, Ms K Sibanda

Executive Directors:

Mr. S Dzengwa (Managing Director Acting), Mr. MK Kgauwe (Chief Financial Officer)

Company Secretary (Acting):

Ms. N Green

The published bid document is packaged as follows:

Bidders must submit their bid response as follows and must tick in the box to confirm if the bid response is submitted as such:

Manner of submission	Bidder to tick ✓ to indicate that the bid response has been submitted in this sequence
One (1) Original file exclusive of RFB Document, Technical/ Functional Response and Pricing/ Costing.	
One (1) Hard copy exclusive of RFB Document, Technical/ Functional Response and Pricing/ Costing.	
Two (2) Electronic copy on USB in Portable Document Format (PDF) of the RFB Document, and Technical/ Functional Response.	
Two (2) Electronic copy on USB in Portable Document Format (PDF) of the Pricing/ Costing	
Responses through the tender box at Erasmuskloof (459 Tsitsa Street) at 11h00am on the Bid closing date 15 November 2024.	

All queries to this bid must be submitted in writing to the following email address:
thembeka.mdwara@sita.co.za

Yours sincerely



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Muditambi Gangazhe

Senior Manager: Basic & Tactical Sourcing (Acting)