



SITA SOC Ltd, 459 Tsitsa Street, Erasmuskloof, Pretoria, South Africa • PO Box 26100, Monument Park, 0105, South Africa  
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Our Ref: RFB 3125-2025  
 Enquiries: Themba Leburu  
 Tel: 0538 028 959  
 Date: 25 July 2025

**REQUEST FOR BID**

**PROSPECTIVE BIDDERS**

**RFB 3125-2025: PROCUREMENT OF 25 ADOBE CREATIVE CLOUD FOR TEAMS – PRO EDITION SUBSCRIPTION FOR THE WESTERN CAPE DEPARTMENT OF HEALTH AND WELLNESS FOR A PERIOD OF TWENTY-FOUR (24) MONTHS.**

Bidders are invited to submit tender for RFB 3125-2025: Procurement of 25 Adobe creative cloud for teams – pro edition subscription for the Western Cape Department of Health and Wellness for a period of twenty-four (24) months.

1. The **Publication Date** for the RFB is **25 July 2025** and the **closing date** for RFB submission is **20 August 2025** at 11:00am.
2. Compulsory Briefing session to be held on **31 July 2025 at 11:00 a.m.** [Join the meeting now](#)
3. **Notes to the bidders:**

Bidders must ensure they are registered on the Central Supplier Database and that all its company details have been updated on the CSD.

The following will apply for this Bid:

- **CLOSING OF BIDS** - Bidders must submit their Bid responses at 459 Tsitsa Street, Erasmuskloof, Pretoria, 0105.
- **BID PRICING SCHEDULE** - Bidders will complete the bid pricing schedule in the Excel spreadsheet format provided.

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
Responses must be delivered at 459 Tsitsa Street, Erasmuskloof, Pretoria, 0105; at 11h00 am on the Bid Closing date	<input type="checkbox"/>

All queries to this bid must be submitted in writing to the following email address:  
[themba.leburu@sita.co.za](mailto:themba.leburu@sita.co.za)

Yours sincerely

**Yandiswa Citi**  
**Procurement Manager**  
**CC/ Tender office**

**Non-Executive Directors:**

Ms Sedzani Mudau(Chairperson), Mr Willie Vukela, Mr Willie Mathebula, Adv. Johannes Collen Weapond,  
 Mr Omega Shelembe

**Executive Directors:**

Mr. G Reddy (Managing Director Acting), Mr. MK Kgauwe (Chief Financial Officer)

**Company Secretary:**

Ms. B Laka  
 RESTRICTED