



SITA SOC Ltd, 459 Tsitsa Street, Erasmuskloof, Pretoria, South Africa • PO Box 26100, Monument Park, 0105, South Africa
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Our Ref: RFP 3138-2025

Enquiries: Elelwani Mundalamo

Tel: 012 367 3995

Date: 15 August 2025

PROSPECTIVE BIDDERS

RFP 3138-2025- FOR THE PROPOSAL TO SUPPLY, CUSTOMIZE AND MAINTAIN A SCANNING AND VERIFICATION SOFTWARE APPLICATION FOR THE DEEDS REGISTRATION TRADING ENTITY FOR A PERIOD OF 36 MONTHS

Bidders are invited to submit tender for **RFP 3138-2025-** for the proposal to supply, customize and maintain a scanning and verification software application for the Deeds Registration Trading Entity for a period of 36 months.

Compulsory Physical Briefing Session will be held on **21 August 2025** at **11h00am.** and the tender will close on **08 September 2025** at **11h00am.**

Notes to the bidders:

- You must ensure that you are registered on the CSD and that all your company details have been updated on the CSD.
- The following will apply for this Bid:

- CLOSING OF BIDS

Bidders must submit their Bid responses through the tender box at **Erasmuskloof (459 Tsitsa Street)** at **11h00 AM** on the Bid Closing date.

- 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;

- (ii) in the correct format as follows:

(a) Envelope 1: RFP Document and Technical / Functionality Response

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

The following must be included and submitted in a in a separate envelope:

- (i) One (1) original file excluding pricing; and
- (ii) One (1) hard copy excluding pricing; and
- (iii) Two (2) electronic copies on USB memory stick/ flash drive in Portable Document Format (PDF) of the RFP Document and Technical / Functionality Response.

(b) Envelope 2: Price Response

The following must be included and submitted in a in a separate envelope:

- (i) One (1) original file excluding Technical / Functionality Response; and
- (ii) One (1) hard copy excluding Technical / Functionality Response; and
- (iii) Two (2) electronic copies on USB memory stick/ flash drive in Portable Document Format (PDF) of pricing only.

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 through the tender box at Erasmuskloof (459 Tsitsa Street) at 11h00 AM on the Bid Closing date	

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

Yours sincerely



Muditambi Gangazhe

Manager: ICT Commodities

15 August 2025

Date

Non-Executive Directors:

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