



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 3080 -2024  
Enquiries: Tshepo Mashile  
Tel: 012 482 3217  
Date: 02 April 2025

## REQUEST FOR BID

### PROSPECTIVE BIDDERS

**RFB 3080-2024: PROVISION OF 24 HOURS PHYSICAL SECURITY GUARDING SERVICES AT STATE INFORMATION TECHNOLOGY AGENCY (SITA) NELSPRUIT OFFICE FOR A PERIOD OF THIRTY-SIX (36) MONTHS.**

Bidders are invited to submit tender for RFB 3080-2024: Provision of 24 hours physical security guarding services at State Information Technology Agency (SITA) Nelspruit Office for a period of thirty-six (36) months.

1. The **Publication Date** for the RFB is **02 April 2025** and the **closing date** for RFB submission is **30 April 2025** at 11:00am.
2. **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 responses through email at **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:**

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

Manner of submission	Bidder to tick ✓ to indicate that the bid response has been submitted in this sequence
Responses through at 11h00 am on the Bid Closing date/ delivered at 459 Tsitsa Street, Erasmuskloof, Pretoria, 0105; at 11h00 am on the Bid Closing date	

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

Yours sincerely



.....  
 Lebohang Matshasa  
 Procurement Manager

CC/ Tender office