



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](http://www.sita.co.za)

Our Ref: RFB 3031/2024  
Enquiries: Lelethu Manciya  
Tel: 012 482 0000  
Date: 28 October 2024

## PROSPECTIVE BIDDERS

### RFB 3031-2024 - Appoint a supplier to supply and deliver footwear to SITA Facilities Management and Physical Security Department for a period of three (3) years.

Bidders are invited to submit tender RFB 3031-2024 - Appoint a supplier to supply and deliver footwear to SITA Facilities Management and Physical Security Department for a period of three (3) years.

#### NOTE:

A Non-Compulsory Virtual Briefing session will be held on **05 November 2024 at 10:00 AM.**

Venue: Microsoft Teams  
Link: [Join the meeting now](#)

The **Closing Date** for bid submission is **22 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 **22 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 Dzungwa (Managing Director Acting), Mr. MK Kgauwe (Chief Financial Officer)

**Company Secretary (Acting):**

Ms. N Green

RFB 3031-2024 - Appoint a supplier to supply and deliver footwear to SITA Facilities Management and Physical Security Department for a period of three (3) years.

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 <b>22 November 2024.</b>	

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

Yours sincerely



.....  
**Muditambi Gangazhe**  
**Senior Manager: Tactical and Basic Sourcing (Acting)**