



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)

## Dear Prospective Bidders

SITA takes a zero-tolerance approach to fraud, corruption and bribery.

SITA is committed to acting fairly, with integrity, in all its' relationships and business dealings both internally (with its SITAzens) and externally (with its suppliers, contractors and other stakeholders).

SITA has carried out an internal fraud, corruption and bribery risk assessment in with full participation of the Executive Committee and has developed the fraud risk register which is monitored on a monthly basis.

SITA will uphold all laws relevant to the countering of bribery and corruption.

Should you or anyone wish to report any suspected fraud, corruption or bribery, you can BLOW the whistle using any of the following free platforms:

- 1. Telephone 0800 11 1180**
- 2. Free SMS / Please Call Me: +27 72 595 9139**
- 3. Email [sita@thehotline.co.za](mailto:sita@thehotline.co.za)**
- 4. Post: PO Box 210029, Valhalla, 0137**



All queries to this RFB must be submitted in writing to the following email address:  
[responsible\\_sourcing@sitaco.za](mailto:responsible_sourcing@sitaco.za) and [sourcing\\_manager@sitaco.za](mailto:sourcing_manager@sitaco.za).

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Directors: Mr. O Shelembe: **Acting Chairperson**; Mr. L Keyise: **Executive Caretaker**<sup>1</sup>; Mr. M K Kgauwe: **Chief Financial Officer**<sup>2</sup>,  
Mr. A Pretorius: **Chief Financial Officer (Acting)**<sup>3</sup>  
Ms. V Xaxa: **Company Secretary**

<sup>1</sup> Executive Director

<sup>2</sup> Executive Director currently on secondment

<sup>3</sup> Executive Director

