

**Confidential**

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**Registered credit provider: Reg. Number NCRCP18**

**Date:** 12 July 2025

**Attention:** Prospective bidders

**From:** Supply Chain Management

**Bid Number:** T04/05/25

**Bid Title:** Request for bid (RFB) for the supply and delivery of end user devices.

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**1. QUESTIONS AND ANSWERS DURING THE BIDDING PROCESS.**

|     |                 |   |   |
|-----|-----------------|---|---|
| 1.1 | <b>Question</b> | : | <b>Could you please confirm whether the above-mentioned bid is for a once-off supply or will be on an as-and-when-required basis?</b> |
|     | Answer          | : | Yes   |
| 1.2 | <b>Question</b> | : | <b>Additionally, will a contract or Service Level Agreement (SLA) be signed with the successful bidder?</b>                           |
|     | Answer          | : | A contract or Service Level Agreement (SLA) may be signed, a purchase order will be issued as well as a binding contract.             |

**2. CLARIFICATIONS DURING THE BIDDING PROCESS.**

**Bid Submission Instructions**

**Note that bidders must submit as follows:**

- (a) **One (1) original file**
- (b) **One (1) electronic copy on USB memory stick/ flash drive** in Portable Document Format (**PDF**) of the **RFB Document**
- (c) It is the Bidder's responsibility to ensure that the information and contents on the electronic copies is the same as in the hard copies.
- (d) To ensure that the electronic copies are not damaged, the bidder must submit the USB's (memory stick/ flash drive) in a sealed padded envelop and be clearly marked.

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**Directors:** Ms R Nkosi (Chairperson), Prof JF Kirsten, Ms TN Mashanda, Ms NP Motshegoa, Ms D Maithufi, Ms E Pillay, Dr MM Tom, Adv DW Van der Westhuizen, Mr TM Rikhotso (Chief Executive Officer), and Ms KH Mukhari (Chief Financial Officer)

Adv B Raseroka (Company Secretary)

- (e) Bidders shall submit proposal responses in accordance with the prescribed manner of submission as specified above.
- (f) The **RFB** Responses (hard and electronic copies) must be clearly marked as follows: Bidder's Name & Contact Details, **RFB** Number, **RFB** Description, and Closing Date.
- (g) All Bids in this regard shall only be accepted if they have been placed in the tender box before or on the closing date and stipulated time.
- (h) Late bids shall not be considered.
- (i) The proposal must be signed by an authorised employee, agent or representative of the bidder. The proposal must bear the initials of the signatory at the bottom of every page as an indication that the bidder has familiarised itself with the terms and conditions of this **RFB** document.
- (j) Faxed or e-mailed bids will not be accepted.
- (k) Bidders are required to submit all returnable documents/information together with their Bids/proposals on or before the closing time and date of the Bids/proposals.
- (l) All services supplied in accordance with the bidder's proposal must be in accordance with all applicable legal requirements in terms of South African law, policies and regulations.