



SITA SOC Ltd, 459 Tsitsa Street, Erasmuskloof, Pretoria, South Africa • PO Box 26100, Monument Park, 0105, South Africa
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Our Ref: RFB 2769-2023
Enquiries: Lekoetsi Makwela
Date: 21 June 2023

PROSPECTIVE BIDDERS

RFB 2769-2023 BID FOR ENTERPRISE CONTENT MANAGEMENT LICENSES AND SUPPORT TO THE EXISTING SERVICES: OPENTEXT DOCUMENTUM AND CAPTIVA FOR THE SOUTH AFRICAN POLICE SERVICE (SAPS) FOR A PERIOD OF 2 YEARS.

Bidders are invited to submit tender for **Bid for enterprise content management licenses and support to the existing services: OpenText documented and Captiva for the South African Police Service (SAPS) for a period of 2 years.**

The final date for **clarification questions** is **07 July 2023 at 16:00 PM.**

The **closing date** for bid submission is **16 July 2023**

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.
- Bidders need to note that if there are any reference made to GCommerce in the Bid Document it needs to be ignored.
- The following will apply for this Bid:

- **CLOSING OF BIDS**

- Bidders must submit their Bid responses through the tender box at SITA Erasmuskloof (459 Tsitsa Street) at 11h00am on the Bid closing date.

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- **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 one original document, one copy and two copies on memory USB.

Non-Executive Directors:

Ms M Mosidi (Chairperson), Ms S Bvuma (Dr) (Deputy Chairperson), Ms S Moonsamy, Ms N Pietersen, Ms Z Hill, Ms O Ketsekile, Mr T Ratshitanga (Dr), Mr R Ramabulana, Mr W Vukela, Ms L Mseme, Ms J Morwane, Mr M Ratshimbilani

Executive Directors:

Dr BA Mabaso (Managing Director) Mr MK Kgauwe (Chief Financial Officer),
Mr TV Mphaphuli (Company Secretary: Acting)

- **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.

The published bid document is packaged as follows:

Bidders must submit their bid responses 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 on the Bid closing date	

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

Yours sincerely



Pinky Hlungwani

Manager: Strategic Sourcing

Non-Executive Directors:

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