



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 2673-2022
Enquiries: Mpho Ntswane
Tel: 012 482 2127
Date: 12 October 2022

PROSPECTIVE BIDDERS).

Bidders are invited to submit tender for RFB 2673-2022: Request to procure an online search engine to source potential candidates for existing positions within SITA for a period of 36 months.

Compulsory Virtual Briefing session to be held as follows:

Date: 20 October 2022

Time: 10:00 AM

Location: **Compulsory Briefing Session** – Virtual Link: [Click here to join the meeting](#)

The final date for **clarification questions** is **27 October 2022**.

The **Closing Date** for bid submission is **04th November 2022**.

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 Erasmuskloof (459 Tsitsa Street) at 11h00 am on the Bid Closing date.

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:

Mr MK Kgauwe (Managing Director: Acting), Mr A Pretorius (Chief Financial Officer: Acting)
Ms Makwena Mohlabi (Company Secretary)

- **ADMINISTRATIVE PRE-QUALIFICATION REQUIREMENTS**

Submission of bid response: The bidder must submit a bid response documentation pack

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- (i) 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, two copies and a copy on memory stick.

- **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:

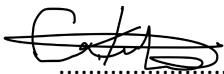
Bidders must submit their bid response as follows and must tick in the box to confirm if the bid response is submitted as such:

Manner of submission	Bidder to tick ✓ to indicate that the bid response has been submitted in this sequence
Responses through the tender box at Erasmuskloof (459 Tsitsa Street) at 11h00 am on the Bid Closing date	

All queries to this bid must be submitted in writing to the following email address:

Mpho.ntswane@sita.co.za

Yours sincerely



Cindy Kobe

Senior Manager: Government ICT Procurement (Acting)

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