



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 3204 - 2025
 Enquiries: Lungile Sibiya
 Tel: +27 12 482 2006
 Date: 2026-01-29

PROSPECTIVE BIDDERS

RE: Invitation for RFB 3204 – 2025 REQUEST FOR BID FOR THE SUPPLY AND DELIVERY STATIONERY FOR A PERIOD OF FIVE (5) YEARS FOR ALL SITA OFFICES COUNTRY WIDE.

Bidders are invited to submit bids for RFB 3204 - 2025: Request for a bid for the supply and delivery of stationery for a period of five (5) years for all SITA offices country wide.

Publication Date is 30 January 2026

The closing date for bid submission is 23 February 2026.

Notes to the bidders:

- Bidders must ensure that they are registered on the National Treasury's Central Supplier Database (CSD) and that all company details have been updated on the CSD.

CLOSING OF BIDS

Bidders must submit their Bid responses to Tender Office, Pongola In Apollo
 459 Tsitsa Street, Erasmuskloof, Pretoria, 0105

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

Lungile.sibiya@sita.co.za.

Yours sincerely,



Muditambi Gangazhe

Senior Manager: Basic and Tactic Sourcing (Acting)

Non-Executive Directors:

Ms Sedzani Mudau (Chairperson), Mr Willie Vukela, Mr Willie Mathebula, Adv. Johannes Collen Weapond,
 Mr Omega Shelembe

Executive Directors:

Mr G Reddy (Managing Director Acting), Ms C Le Grange (Interim Chief Financial Officer)

Company Secretary:

Ms. B Laka