



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 2768/2023**
Enquiries: Athini Ndungane
Tel: 021 442 8531
Date: 20 June 2023

Request for Bids:

Prospective Bidders

RFB 2768/2023: Procurement of Support and Maintenance Services for the KwaZulu-Natal Department of Treasury on the Leave System for a period of thirty-six (36) months

1. Publication Date for the RFB is **20 June 2023**.
2. Non-Compulsory Virtual briefing session is **30 June 2023; Time 12 O'clock**
3. Closing date for questions is **30 June 2023**
4. The closing date for RFB submission is **14 July 2023, Time 11 O'clock**

Notes to the bidders:

Bidders must ensure they are registered on the CSD and that all company details have been updated on the CSD.

The following will apply for this Bid:

- **CLOSING OF BIDS** - Bidders must submit their Bid responses at 459 Tsitsa Street, Erasmuskloof, Pretoria, 0105;
- **BID PRICING SCHEDULE** - Bidders will complete the bid pricing schedule in the Excel spreadsheet format provided.

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:

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)

Manner of submission	Bidder to tick ✓ to indicate that the bid response has been submitted in this sequence
Responses must be delivered at 459 Tsitsa Street, Erasmuskloof, Pretoria, 0105; at 11h00 am on the Bid Closing date	
Bid document	
Bid Specification	
Excel Pricing Schedule (signed)	
One original document, two copies on a memory stick	

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

Yours sincerely

Approved



Butana Seerane

Procurement Manager: Central Region

Cc: SITA Tender Office

Date 20 June 2023